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ABSTRACT

The document is an index to the Career Information Service (CIS), a cooperative program between the Greater Lowell Regional School District and the Massachusetts Division of Occupational Education. The program utilizes the microfilm aperture card technology for disseminating occupational information in a school setting; its objectives are to provide localized, up-to-date occupational information for secondary students across an entire State, to provide school counselors with current occupational information with which to work, and to provide educators with a teaching aid that will assist them in relating school programs and subject matter content to the world of work. The system consists of a set of 644 microfilm aperture cards which carry occupational briefs; one four-page brief is contained on each card. A microfilm reader is located in each participating school for users of the system. The index lists and describes, in one or two sentences written at a sixth-grade reading level, the 644 careers whose briefs are available in the system. The index is preceded by a listing of the CIS career titles without annotation. Both lists give Dictionary of Occupational Titles (D.O.T.) numbers and Office of Education (O.E.) numbers. (Author/AJ)

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GREATER LOWELL REGIONAL
VOCATIONAL-TECHNICAL SCHOOL DISTRICT
PAWTUCKET BOULEVARD
TYNGSBORO, MASSACHUSETTS 01879

CAREER INFORMATION SERVICE

U S DEPARTMENT OF HEALTH,
EDUCATION & WELFARE
NATIONAL INSTITUTE OF
EDUCATION

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A COOPERATIVE PROGRAM BETWEEN:
THE GREATER LOWELL REGIONAL SCHOOL DISTRICT
AND
THE DIVISION OF OCCUPATIONAL EDUCATION
COMMONWEALTH OF MASSACHUSETTS

PROJECT DIRECTOR
WILLIAM J. COLLINS
DEPUTY SUPERINTENDENT DIRECTOR

CE 005 568

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TABLE OF CONTENTS

INTRODUCTION	I
THE SYSTEM	III
ALPHABETICAL LISTING OF CIS CAREER DESCRIPTIONS WITH DICTIONARY OF OCCUPATIONAL TITLES (D.O.T.) NUMBERS AND OFFICE OF EDUCATION (O.E.) NUMBERS	IV - XXIX
ALPHABETICAL INDEX OF CIS CARDS WITH SUPPLEMENTAL INFORMATION	1 - 93

CAREER INFORMATION SERVICE

INTRODUCTION

C.I.S. is a response to a long evident need in the field of vocational guidance. For many years it has been recognized that occupational information available to young people and counselors was inadequate in terms of local applicability and adaptability to rapid change over a period of time. Indeed, providing these kinds of data effectively to students has become an increasingly complex task.

C.I.S. is an adaptation of the VIEW (Vital Information for Education and Work) project which was developed in San Diego, California in 1964. This program, for the first time, utilized the microfilm aperture card technology for disseminating occupational information in a school setting. During the intervening years similar projects have been implemented in some thirty states across the country.

The major objectives of the Career Information Service (CIS) are:

To provide localized, up-to-date occupational information for secondary students across the entire state.

To provide school counselors with current occupational information with which to work.

To provide teachers and other educators with a teaching aid that will assist them in relating school programs and subject matter content to the world of work.

You may use the C.I.S. from the standpoint of interest in the world of work in general, or as a resource directory of potential educational opportunities.

The C.I.S. may also be used as an instructional resource. The format of the index is such that a counselor or teacher can utilize these materials to develop an awareness of the ways in which one might think of the world of work. Anyone using this volume should become acquainted with the entire contents. Using the index itself is an exercise in simple work-study skills which should be capitalized upon by educators as a novel way of disseminating career information to people that would otherwise not be reached.

THE SYSTEM

The system consists of a set, or deck, of 644 microfilm aperture cards which act as carriers for occupational briefs. One four page brief is contained on each card. A microfilm reader, or reader-printer, is located in each participating school, usually in the guidance suite or in the school library. A student interested in learning more about a particular occupation selects the aperture card from a file case and inserts it into the reader-printer. The microfilmed C.I.S. is then enlarged on a viewing screen. With a simple mechanical adjustment the next page appears.

If the student wishes, a personal copy of one page or a complete C.I.S. can be obtained by pressing a button or pulling a lever on the reader-printer. There is no limit to the number of printouts that can be reproduced from a single aperture card. The cost of producing the permanent copy will vary according to the manufacturer of the machine.

The microfilm occupational system is designed to eliminate many of the weaknesses of the traditional mode of presentation. Occupational materials in most school systems are often limited in quantity, out-of-date, difficult to read and not pertinent to training or job opportunities available within the locality in which they are used.

C.I.S. provides the students with current occupational information that is localized. The entire brief is written at approximately the sixth grade level. Each brief gives a general description of the job, wages, training opportunities and other relevant information based on national as well as localized data. A picture of the worker on the job is also included. Because of the use of microfilm these briefs can be easily up-dated and disseminated to user schools.

CAREER	DOT NUMBER	OE NUMBER
Accountant	160.188	03.01000000
Accounting Clerk	219.488	03.01010000
Administrative Assistant	169.168	14.08010000
Admitting Officer	237.368	08.01090000
Advertising Assistant	164.068	03.02000000
Advertising Salesman	258.358	03.02000000
Aeronautical Engineer	002.081	16.01010000
A.G. Processing Plant Mechanic (Maintenance Mechanic)	638.281	16.01020300
Agricultural Chemical Fieldsman (Field Man)	180.118	01.02010000
Agricultural Chemical Sales Representative (Chemical Sales Representative)	266.258	03.32040000
Agricultural Commodities Grader	168.287	01.02990000
Agricultural Inspector (Food & Drug Inspector)	168.287	01.01019900
Agricultural Journalist (Journalist)	132.268	05.04030000
Agricultural Laboratory Tester	029.381	16.01029900
Air Conditioning & Refrigeration Mechanic	637.281	17.01990000
Aircraft and Engine Mechanic	621.281	17.04010000
Aircraft Assembler	806.381	17.04030000
Aircraft Fuel Serviceman (Airport Serviceman)	912.384	17.04030000
Aircraft Loftsman (Loftsman)	693.381	17.04030000
Air Force (Enlisted Man)	368.999	
Airframe & Power Plant Mechanic (Aircraft & Engine Mechanic)	621.281	17.04010200
Air Hammer Operator	859.887	17.10990000
Airline Pilot	196.283	16.06010000
Airline Stewardess (Airplane Stewardess)	352.878	17.04020000
Airline Ticket Agent (Ticket Agent)	919.368	17.04030000

Air Traffic Controller (Air Traffic Control Specialist)	193.168	17.04030000
Ambulance Driver	913.883	21.01990000
Animal Keeper	356.874	01.01010101
Antenna Installer	823.884	16.01080000
Apartment Manager	186.168	03.31990000
Appliance Repairman	723.884	17.02000000
Appliance Serviceman (Electrical-Appliance Serviceman)	827.281	17.02000000
Apprentice Electrician (Electrician Helper)	829.8[illegible]	17.14000000
Architect	001.081	02.02030100
Architectural Draftsman	001.281	17.13000000
Artificial-Breeding Technician	467.384	01.01010100
Artificial Inseminator	467.384	01.01010100
Arts and Crafts Leader (Recreation Leader)	195.228	02.02040000
Asbestos & Insulating Workers (Insulation Workers)	863.884	17.10990000
Assembler, Bench	706.884	16.01080000
Assembler, Electrical Accessories	729.887	17.14990000
Audiologist	079.108	09.07000000
Audio-Video Repairman	729.281	17.15990000
Audit Clerk	210.388	03.01040000
Automatic Transmission Specialist (Transmission Mechanic)	620.281	17.03030000
Auto Mechanic	620.281	10.16010000
Air-Conditioning Mechanic	620.281	17.01000000
Automobile-Body Repairman	807.381	17.03010000
Auto Muffler Installer	807.884	17.03030000
Automobile-Radiator Man	620.381	17.03030000

Automobile Repair-Service Salesman	620.281	17.03020000
Automobile Salesman	280.358	04.03000000
Automobile Service Mechanic (Automotive-Maintenance-Equipment)	620.381	17.03020000
Automobile Upholsterer	780.381	17.35000000
Automotive Parts Salesman (Salesperson, Parts)	289.358	03.32040000
Auto Tune-Up Man (Tune-Up Man)	620.281	17.03030000
Baker	526.781	17.29010000
Baker Helper	526.886	17.29010000
Bank Clerk (Sorting-Machine Operator)	213.885	14.03000000
Bank Farm Loan Officer (Loan Officer, Banking)	186.288	03.16000000
Bank Operations Trainee (Operations Officer)	186.168	15.06050000
Bank Teller (Teller)	212.368	14.01050000
Barber	330.371	17.26010000
Bartender	312.878	17.29990000
Beach Lifeguard (Lifeguard)	379.868	08.03020200
Bellman	324.878	03.16000000
Bill Collector (Collector)	240.368	03.16000000
Billing Clerk	219.388	14.03990000
Billing Machine Operator	214.488	14.01040000
Bindery Worker	643.885	17.19060000
Biological Photographer	143.382	17.09990000
Biologist	041.081	13.02000000
* Boat Builder (Metal)		

* No such title in Dictionary of Occupational Titles

Boat Builder (wood)	860.381	17.36990000
Boilermaker	805.281	17.01020000
Boiler Inspector	168.287	16.01100200
Bookbinder	977.884	17.19060000
Bookkeeper	210.388	14.01040000
Bookkeeping-Machine Operator	215.388	14.01040000
Bottle Inspector (Ware Tester)	579.384	17.99000000
Bottling Room Employee (Bottle Packer)	920.885	09.02030000
Box Boy (Hand Packager)	920.887	04.06000000
Brake & Front End Man	620.281	17.03990000
Brake Operator	617.380	17.23050000
Bricklayer	861.381	17.10040000
Building Inspector	168.168	17.10990000
Building Maintenance Man	899.381	17.11000000
Building Supply Salesman	276.358	17.29010000
Bulldozer Operator	850.883	17.10030200
Busboy	311.878	04.07000000
Business Machine Serviceman (Office Machine Serviceman)	633.281	17.29030000
Butcher	525.381	17.29030000
Buyer	162.158	04.00002200
Cabinetmaker	660.280	17.36010000
Cable Splicer	829.381	17.14020000
Cafeteria Cook (Cook, School Cafeteria)	313.381	17.29020000
Calculating-Machine Operator	216.488	14.01040000
Cameraman, Radio & Television	143.062	17.15030000
Camera Repairman	714.281	17.09990000

Camp Counselor	159.228	08.03070100
Carpenter	860.381	17.36000000
Carpet Layer	299.381	17.99000000
Case Aid	195.208	15.13040000
Case Worker	195.108	15.13040000
Cashier	211.368	04.00002900
Castor, Metal	502.782	17.23010000
Cataloger	100.388	14.04990000
Catalog Order Clerk	249.368	14.04990000
Cellar Man (winery worker)	521.885	01.04019900
Cement Mason	852.884	17.10040000
Central Service Technician (Central Supply Worker Medical Services)	223.887	07.09050000
Certified Public Accountant (Accountant, Public)	160.188	14.01010000
Chassis Assembler (electronics)	726.884	17.15030005
Chemical Engineer	008.081	16.01050000
Chemical Laboratory Technician	022.281	17.13026000
Chemist, Analytical	022.081	19.03010000
Child Care Worker	359.878	09.02010006
Chiropractor	079.108	07.99030000
Chocolate Plant Worker	529.885	01.04019900
Circulation Manager (Manager, Circulation)	163.118	04.00004900
Civil Draftsman (Draftsman, Civil)	005.281	17.13000000
Civil Engineer	005.081	16.01060000
Claims Adjuster (Auto Insurance)	241.161	05.24990000
Claims Clerk (Auto Insurance)	249.368	14.04990000
Classified Ad Clerk (newspaper)	209.368	14.04990000

	Clerk-Draftsman	249.887	17.13000000
	Clerk, General	209.588	14.03030000
	Clerk-Typist	209.388	14.09010000
	Clothes Designer	142.081	09.00030000
	Coin-Machine Serviceman	639.281	16.01139900
	Collection Clerk	240.388	03.16000000
	College Instructor (Faculty Member, College or University)	090.228	15.12020000
	Combination Welder	812.884	17.23060300
*	Commercial Artist (Illustrator)	141.081	02.02020000
	Commercial Bus Driver (Bus Driver)	913.463	21.01990000
**	Commercial Nurseryman (Nurseryman)	406.168	01.05050000
	Commercial Nursery Worker (Nursery Worker)	406.887	01.05050000
	Community Organization Worker	195.168	15.13000000
	Compositor	973.381	17.19010000
	Computer Operator	213.382	14.02010000
	Construction-Equipment Mechanic	620.281	17.10030100
	Construction Superintendent	182.168	17.10000000
	Construction Worker	869.884	17.10990000
	Contact Lens Technician	299.478	13.03002100
	Control Room Technician	957.282	16.01080000
	Cooks and Chefs (Chef)	313.131	17.29020000
	Cook, Restaurant	313.381	17.29020000
	Cook, Short Order	314.381	17.29020000
	Copy Boy	230.878	05.04030000
	Copyreader	132.288	05.10000000

* Same as Illustrator - 141.081

** Same as Nurseryman - 406.168

	Copywriter	132.088	15.04020000
	Cosmetics Demonstrator (Toiletries-Cosmetics Sales Demonstrator)	297.458	17.26990000
	Cosmetologist	332.271	17.26020000
	Countergirl Cleaning & Laundry (Marker)	369.887	14.15000000
	Court Reporter	202.388	05.04030100
	Credit Analyst	191.268	04.04000000
	Credit Clerk	249.368	14.04990000
	Credit Collector (Collection Clerk)	240.388	03.16000000
	Credit Manager (Manager, Credit & Collection)	168.168	04.04000000
	Crop Duster (Pest-Control Pilot)	196.283	01.01020100
	Custodian (Janitor)	382.884	17.10990000
	Customs Inspector	168.168	16.06050000
	Cytotechnologist	078.281	07.02010000
	Dairy Equipment Repairman	629.281	01.03050000
	Dairy Farm Hand	411.884	01.01010101
	Dairy Tester	469.381	01.01010101
	Dairy Herdsman (Herdsman, Dairy)	411.181	01.01010101
	Dairy Processing Laboratory Tester (Laboratory Tester)	029.381	16.02020000
*	Dairy Routeman (Salesman-Driver)	292.358	04.00006600
	Dance Instructor (Instructor, Dancing)	151.028	08.03040100
	Dancer	151.048	08.03040100
	Darkroom Technician (Developer)	976.381	17.09010000
	Data Processing Equipment Technician (Electromechanical Technician)	710.281	16.04990000
	Data Processing Machine Operator	213.382	03.17020000

* Same as Salesman-Driver - 292.358

Data Processing Programmer	020.188	16.04010000
Dental Assistant	079.378	07.01010000
Dental Hygienist	078.368	07.01020000
Dental Lab Technician	712.381	07.01030000
Dentist	072.108	07.01000000
Department Store Salesperson	289.358	04.08000000
Detailer (Auto Body Design Detailer)	017.281	17.13000000
Detective	375.268	16.06050000
Die Cutter	699.782	17.23030000
Diesel Mechanic	625.281	17.12000000
Dietitian	077.168	09.01070000
Digital Computer Operator	213.382	16.04010000
Directory Advertising Salesman (Advertising Salesman)	258.358	03.02000000
Dishwasher (Kitchen Helper)	318.887	09.02030000
Dispatcher	912.168	17.04000000
Dispensing Optician	713.251	13.03002100
Display Man	298.081	03.32020000
Ditch Tender (Ditch Rider - waterworks)	954.782	17.10990000
Domestic Service (Maid, General)	306.878	17.26990000
Draftsman	017.281	17.13000000
Drill-Press Operator Production	606.782	17.23020000
Driver Salesman	292.358	04.00006200
Dry Cleaner	362.782	17.16010000
Duplicating Machine Operator	207.885	14.03010000
Dyer Helper (Dry Cleaning Apprentice)	362.782	17.16010000
Economist	050.088	15.06000000
Egg Gatherer (Farm Hand, Poultry)	412.884	01.01010106

Egg Ranch Manager (Poultryman, Egg)	412.181	01.01010106
Electrical-Appliance Repairman	723.381	17.02010000
Electrical-Appliance Serviceman	827.281	17.02010000
Electrical Engineer	003.081	16.01070000
Electrical Inspector	168.168	17.15000000
Electrical Repairman	825.281	17.14000000
Electrician, Airplane	825.281	17.14990000
Electrician	824.281	17.14000000
Electrician, Radio	823.281	17.15030000
Electrocardiograph Technician	078.368	02.09020000
Electronic Draftsman	003.281	17.13000000
Electronics Assembler	726.781	17.18000000
Electronics Mechanic	828.281	16.01090000
Electronic Technician	003.181	16.01080000
Electromechanical Technician	710.281	16.01090000
Electroplater (Plater - electroplating)	500.380	16.01080000
Elementary School Secretary (Secretary)	201.368	14.07020000
Elevator Constructor	825.381	17.10990000
Embalmer	338.381	07.09090000
Employment Interviewer	166.268	03.26060000
Engine-Lathe Set-Up Operator	609.380	17.23020000
Engineering Aid	005.081	16.01000000
Engineering Assistant, Mechanic Equipment	007.181	16.01000000
Engineering-Equipment Mechanic	620.281	16.01130000
Equipment-Service Supervisor	912.137	17.04010000
Escrow Officer	169.388	03.31030000
Escrow Secretary (Secretary)	201.368	14.07020000

Estimator (printing & publishing)	219.388	17.19000000
Exterminator	389.884	13.00000000
Extruder Operator	557.782	17.27000000
Farm Equipment Mechanic	624.281	01.01030000
Farm-Equipment Operator	409.883	01.03010000
Farm Equipment Salesman	277.358	04.00006300
Farm Hand, General	421.883	01.01000000
Farm Real Estate Salesman (Salesman, Real Estate)	250.358	03.31060000
Feed Company Field Man	180.118	01.02020000
Feed Mill Operator (Feed Mixer)	520.885	01.03010000
File Clerk	206.388	14.03020000
Film-Library Clerk	223.387	14.05040000
Finance Company Manager (Manager, Financial Inst.)	186.118	03.08000000
Fingerprint Technician (Fingerprint Classifier)	375.388	16.06050000
Fireman	373.884	16.06020000
Fireman, Stationary (Fireman, High Pressure)	951.885	17.01020000
Fish and Game Warden	379.168	01.06000000
Flagger (Airplane-Pilot Helper)	409.887	01.01029900
Flight Instructor (Instructor, Flying)	196.228	16.06010000
Flight Service Specialist	193.168	17.04030000
Floor Covering Installer	864.781	17.99000000
Floor Covering Salesman	274.348	03.32040000
Florist	142.081	04.05000000
Food & Drug Inspector	168.287	13.03010000

Food Service Supervisor	319.138	17.29000000
Foreman (sewing room)	789.132	17.33990000
Foresters	040.081	01.06010000
Forestry Technician (Forester Aid)	441.384	16.01029900
Foundry Worker	519.884	17.23010000
Frozen Food Processing Machine Operator (Wrapping & Cutting Mach. Operator)	920.885	16.02030000
Frozen Food Processing Worker (Frozen Pie Maker)	529.884	16.02030000
Fryer Ranch Supervisor Pullet Ranch Manager (Poultry Breeder)	412.181	01.01010106
Funeral Director	187.168	07.09090000
Furnace Installer (Oil Burner Installation & Serviceman)	862.281	17.01020000
Furniture Salesman	274.358	03.32040000
Furniture Upholsterer	780.381	17.35000000
Garbage Collector	909.887	07.07030000
Garment Cutter (Cutter, Machine)	781.884	09.01030000
General Secretary (Secretary)	201.368	14.07020000
Geologist	024.081	13.02001100
Geophysicist	024.081	13.04000900
Glass Installer (auto service)	865.884	17.10090000
Glazier	865.781	17.10090000
Greenskeeper	407.137	01.05060000
Grocery Checker (Cashier Checker)	299.468	14.01030000
Groundsman (Grounds Keeper)	407.884	01.05040000
Guard	372.868	16.06050000
Hardware Salesman (Salesman, Hardware Supplies)	276.358	04.09000000

Heavy Equipment Operator (Operating Engineer)	859.883	17.10030000
Helicopter Pilot	196.283	16.06010000
Highway Patrolman (State Highway Patrolman)	375.268	16.06050000
Hod Carrier	869.887	17.10000000
Home Attendant	354.878	17.26990000
Horticulturist	040.081	04.05000000
Hospital Cashier (Hospital-Admitting Clerk)	237.368	14.01030000
Hospital Engineer (Plant Engineer)	007.187	16.01090000
Hospital Orderly (Orderly)	355.878	07.03030000
Hostess, Dining Room	310.868	09.02030000
Hotel Clerk	242.368	04.11000000
Housekeeper (hotel & rest.; medical ser.)	321.138	17.26990000
Hydraulic Tester (aircraft mfg., air trans.)	621.281	17.04010100
Ice Cream Machine Operator (Freezer Man)	529.782	09.02030000
Ice Cream Processing Worker (Frozen Pie Maker)	529.884	09.02030000
Illustrator	141.081	17.07990000
Immigration Patrol Agent (Border Patrolman)	375.868	16.06050000
Industrial Engineering Technician	012.288	16.01110000
Industrial-Truck Operator	922.883	21.02070000
Information Clerk (clerical)	237.386	14.04000000
Information Operator (Central-Office Operator)	235.862	14.04010000
Inhalation Therapy Technician	079.368	07.09030000
Installment Loan Specialist (Loan Officer)	186.288	04.04000000

	Inspector, General (Engineer Inspector)	620.281	04.00009900
	Instructional Aide (Teacher)	092.228	18.01010000
	Instructor, Auto Driving	099.228	21.02070000
	Instrument-Maker Helper	600.884	17.23000000
*	Instrument Man	710.281	16.01120000
	Instrument Repairman	710.281	17.21010000
	Insurance Agent (fire & casualty)	250.258	03.24010000
	Insurance Agent (life)	250.258	03.24020000
	Insurance Claims Adjuster (Claim Adjuster)	241.168	03.24030000
	Insurance Clerk (medical)	210.368	14.07020000
	Interior Designer & Decorator	142.051	17.07010000
	Jail Matron (Matron)	375.868	16.06050000
	Junior Accountant	160.188	03.01010000
	Juvenile Officer (Parole Officer)	195.108	16.06050000
	Key-Punch Operator	213.582	14.02020100
	Kitchen Helper	318.887	09.02030000
	Knitting Machine Operator Helper	685.886	17.33990000
	Laboratory Assistant	029.381	16.09099900
	Laboratory Chief (photography)	976.131	17.09010000
	Laboratory Helper (Cleaner, Laboratory Equipment)	381.887	16.01020000
**	Laboratory Technician	029.181	16.05040000
	Laboratory Tester	029.281	16.01050000
	Laboratory Tester (food products)	029.381	16.01050000
	Laborer, Chemical Processing	559.887	16.01050000
	Laborer, Concrete Plant	579.886	16.01060300

* Same as Instrument Repairman - 710.281

** Job description same as Laboratory Tester

Laborer (carpentry)	860.887	17.10990000
Laborer (nursery)	406.884	01.05050000
Landscape Gardener	407.181	01.05040000
Lather (const.)	842.781	17.10060000
Laundry Operator	369.884	17.16020000
Laundry Worker (Laundryman)	361.884	17.16020000
Law Enforcement Clerk (Station-House Clerk)	249.588	14.04990000
Lawyer	110.108	15.99000000
Legal Secretary	201.368	14.07020000
Lens Grinder	711.781	13.03002100
Librarian	100.168	05.01070000
Library Assistant	249.368	20.04040000
Licensed Practical Nurse (Nurse, Licensed Practical)	079.378	07.03020000
Lifeguard	379.868	08.03020200
Lineman	821.381	17.15010000
Lithographic Cameraman (Photographer, Lithographic)	972.382	17.19030000
Loan Officer (banking, finan. inst.)	249.368	03.18030000
Local Truck Driver (Truck Driver)	905.883	21.01000000
Locksmith	709.281	17.21010000
Logger	940.884	01.06010000
Lumber Grader (Grader, woodworking)	669.587	01.07040000
Machinist	600.280	17.23020000
Magician or Prestidigitator	159.048	08.03040399
Maid (ward or floor)	323.887	17.26990000
Mail Carrier	233.388	04.00008800

Maintenance Man	899.381	17.10990000
Maintenance Man (factory or mill)	899.281	17.11000000
Maintenance Mechanic	638.281	10.16030000
Make-up Man	973.381	05.04030000
Manager, Department	299.138	03.26000000
Manager, Store	185.168	03.26020000
Map Draftsman (Draftsman, Map)	017.281	17.13000000
U. S. Marine (Enlisted Man)	368.99?	22.04000000
Marker (laundry)	369.887	17.16990000
Material Lister (const.)	229.388	17.01000000
Meat Cutter	316.884	17.29030000
Mechanic, Maintenance Helper	638.884	16.06990000
Mechanical Draftsman	007.281	17.13000000
Mechanical Engineer	007.081	16.01130000
Mechanical-Engineering Technician	007.181	16.01130000
Medical Assistant	079.368	07.03000000
Medical Laboratory Assistant	078.381	07.02030000
Medical Record Clerk	249.388	14.04990000
Medical Records Librarian	100.388	07.99000000
Medical Secretary	201.368	03.34100200
Medical Stenographer	202.388	14.07030000
Medical Technologist (Tissue Technologist)	078.381	07.02000000
Messenger	230.878	14.04050000
Metal Bonding Assembler, Aerospace (Assembler, Metal Bonding)	806.884	17.23040000
Metallurgist, Assistant	011.281	16.01140000

Meter Reader	239.588	10.18000000
Milker (Milking-Machine Operator)	411.885	01.04010200
Milk Processing Machine Operator	529.782	01.04020200
Milk Processing Worker	529.886	01.04010200
Milling-Machine Set-Up Operator	605.782	17.23030000
Millwright	638.281	17.09000000
Model	297.868	08.03039900
Molders and Coremakers	518.381	17.23010000
Motel Manager	187.118	04.11000000
Motion-Picture Projectionist	960.382	17.09990000
Motorcycle Mechanic (Motorcycle Repairman)	620.281	17.03990000
Motor Transit Driver (Transit Operator)	913.463	21.01000000
Multilith Operator (Offset-Duplicating-Machine Operator)	207.782	17.19990000
Musical Instrument Repairman	730.281	16.06990000
U. S. Navy (Enlisted Man)	368.999	22.02000000
New Account Clerk (banking and finance)	249.368	14.04990000
New Car Prep Man (New-Car Get-Ready Man)	806.381	16.01040000
New Car Salesman	280.358	04.00002300
Note Clerk (Audit Clerk)	210.388	03.16000000
Nurse Aide	355.878	07.03030000
Nurse, Supervisor, Public Health Nursing	075.128	07.03000000
Nursery School Director	359.878	09.02010000
Nursery Man	406.168	01.05050000
Nursery School Teacher	359.878	09.02010000
Occupational Therapy Aid	079.368	07.04010000
Oceanographic Technician	199.384	06.06040000
Office Clerk	209.388	14.03000000

Office Machine Salesman	281.358	03.33990000
Office Machine Serviceman	633.281	03.10990000
Offset Pressman	651.782	17.19020000
Offset-Press Operator	651.885	17.19020000
Oil-Burner-Installation & Serviceman	862.281	17.01020000
Operating Engineer	859.883	17.10030000
Optical Benchman	711.381	13.03002100
Optometrist	079.108	07.09000000
Ordnanceman Worker (Ordnanceman)	632.281	17.99000000
Ornamental Metal Worker	619.280	17.23050000
Orthodonist	072.108	07.09000000
Osteopathic Physician	071.108	07.09100000
Packager, Hand	920.887	04.08000000
Packaging Worker	920.885	04.00009900
Painter	840.781	17.10050000
Paint Supply Salesman	276.358	03.32040000
Paperhanger	871.781	17.10050000
Parking Enforcement Officer	375.588	16.06050000
Parking Lot Attendant	915.878	08.02090000
Park Maintenance Man (Park Caretaker)	407.868	17.10990000
Park Ranger	169.168	01.06020000
Parts Salesman (Automotive Specialty Store)	223.387	03.32040000
Patrolman	375.268	16.06050000
Patternmaker (air craft)	777.381	17.23090000
Patternmaker (Apparel Industry)	781.381	17.99000000
Patternmaker, Metal (Foundry)	600.280	17.23010000

P.B.X. Operator (Telephone Operator)	235.862	04.00008800
Peace Corps Volunteer		15.13000000
Pediatrician	070.108	07.09000000
Personnel Administrator	166.118	03.26060000
Personnel Clerk	205.368	03.26060000
Pest Control Representative, Structural	299.287	01.01020800
Pharmacist	074.181	13.03010000
Pharmacy Helper	074.387	13.03010000
Photographer	143.062	02.02070000
Photo Engraver	971.381	17.19040000
Photographer, Lithographic	972.382	17.19030000
Photograph, Retoucher	970.281	17.09010000
Photo Supply Salesman	285.358	03.32040000
Physical Therapist	079.378	07.04020000
Physical Therapy Assistant	355.878	07.04020000
Physician	070.108	07.99000000
Piano Tuner	730.281	16.06000000
Pinsetter Mechanic, Automatic	829.281	17.14990000
Pizza Cook (Cook, Pizza)	314.781	17.29020000
Planning Aide	199.388	02.02030500
Plasterer	841.781	17.10060000
Plumber	862.381	17.10070000
Plumbing Inspector	168.168	17.10070000
Plumber-Pipe-Fitter Helper	862.884	17.10070000
Podiatrist	079.108	07.09000000
Policeman	375.118	16.06050000
Policewoman	375.268	16.06050000

Postal Clerk	232.268	14.04030000
Poultry Debeaker	412.887	01.01010106
Poultry Farm Hand	412.884	01.01010106
Poultry Hatchery Machine Operator (Laborer, Hatchery)	412.887	01.01020206
Poultry Hatchery Manager	412.168	01.01010106
Poultry Processing Worker (Poultry Dresser)	525.887	01.01010106
Power Shear Operator	615.782	17.23040000
Power Shear Set-Up Operator	615.380	17.23040000
Power Shovel-Crane Operator	850.883	17.10030200
Power Truck Operator Fork Lift Driver (Industrial Truck Operator)	922.883	17.10990000
Presser	363.782	09.02020000
Printing Presseman	651.782	17.19020000
Production Clerk (clerical)	221.388	14.05000000
Production Machine Operator	609.885	17.23030000
Production Repairman (electronics)	729.381	17.15000000
Professional Athlete	153.348	08.03090000
Programmer (business application)	020.188	16.04010000
Programmer, Chief Business	020.168	03.17000000
Programmer, Detail	219.388	03.17000000
Proof Machine Operator	217.388	17.19990000
Prosthetist/Orthotist	078.368	07.09000000
Phychiatric Technician (Psychiatric Aid)	355.878	07.08010000
Psychologist	045.088	15.12000000
Public Relations Man	165.068	03.11000000
Pump Serviceman (Pump Erector)	637.281	16.01020200
Punch-Press Operator	617.885	17.23030000

Purchasing Agent	162.158	04.00006100
Quality Control Inspector	529.387	14.05020000
Quarry Worker	939.887	17.10990000
Radio Announcer	159.148	05.05040100
Radio Dispatcher	379.368	05.05040100
Radio Mechanic (helper)	823.884	17.15030000
Radio Operator (Station Operator)	379.368	05.05000000
Radio & Television Service Technician (Radio Repairman)	720.281	16.01080000
Radiologist (medical service)	070.108	07.09000000
Railroad Worker (Locomotive Engineer or Fireman)	910.383	
Real Estate Appraiser	191.287	03.31020000
Real Estate Salesman	250.358	03.31060000
Receptionist	237.368	14.04060000
Recreation-Facility Attendant	341.368	08.03070000
Recreation Leader	195.228	08.04000000
Recreation Supervisor	187.118	08.03070000
Recreation Worker	195.228	08.04000000
Reinforcing Ironworker (rodman)	801.884	17.10990000
Refrigeration Mechanic	637.281	17.30000000
Registered Nurse	075.378	07.03010000
Rehabilitation Counselor	045.108	07.04000000
Relations Officer (Public Relations Man)	165.068	05.04030000
Repairman, Auto Body Helper	807.887	17.03010000
Reporter	132.268	05.04030100
Rental Car Representative	919.478	04.15000000

	Restaurant Manager	187.168	03.26000000
	Retail Nursery Salesman (Nurseryman)	406.168	03.32040000
	Rigger (shipbuilding)	806.281	17.10990000
	Rod and Chainman (Rodman)	018.587	16.01069900
	Roofer	866.381	17.10100000
	Roofer Helper	866.887	17.10100000
	Sales Clerk	290.478	03.32040000
*	Salesman-Driver	292.358	03.33000000
	Salesman, General	250.000	03.33000000
	Salesman, Radio & TV Time	253.358	04.00006600
	Salesperson, Musical Instruments & Accessories	287.358	04.20000000
	Sandblaster	503.887	17.10990000
	Sanitarian	079.118	07.07030000
	Sanitary Inspector	168.287	07.07030000
	School Bus Driver	913.463	21.01000000
	School Bus Mechanic (Bus Inspector)	620.281	17.03020000
**	School Counselor (Counselor)	045.108	
	School Library Processor Clerk	249.368	14.04990000
	School Nurse	075.128	07.03000000
	School Psychologist	095.108	15.12000000
	Screw-Machine Set-up Operator, Production	604.782	17.23030000
	Seaman, Merchant (Ordinary Seaman)	911.887	17.22000000
	Seamstress	787.782	09.02040000
	Securities Salesman	251.258	03.33990000
	Security Officer	189.168	16.06050000
	Seed Processing Foreman (Foreman, Feed Mill)	529.132	01.02030000

* Same as Dairy Routeman 292.358

** No O.E. Number Available

Seed Processing Worker (Seed-Cleaner Operator)	551.885	01.02030000
Service Station Attendant (Automobile-Service-Station Attendant)	915.867	04.03000000
Service Writer (Automobile-Repair-Service Salesman)	620.281	17.03990000
Set-up Man Machine Operator (Machine Set-Up Operator)	600.380	17.23030000
Sewing Machine Operator	787.782	09.02020000
Sewing-Machine Repairman	639.281	17.02000000
Sheet Metal Fabricating Machine Operator	616.380	17.23050000
Sheet Metal Worker	804.281	17.23050000
Sheriff, Deputy	377.868	16.06050000
Shipfitter	806.381	17.23040000
Shipping and Receiving Clerk	222.387	14.05030000
Shoe Repair Helper	365.884	17.34020000
Shoe Repairman	365.351	17.34020000
Shoe Salesman	263.358	03.32040000
Shop Ironworker (Ornamental-Metal Worker)	619.380	17.23040000
Sign Painter	970.381	02.02029900
Silk-Screen Cutter	979.381	17.19050000
Small Appliance Repairman (Electric-Appliance Serviceman)	827.281	17.02000000
Small-Engine Repairman (Engine Repairman, Service)	625.281	17.31000000
Social Worker	195.108	15.13000000
Soil Conservationist	040.081	01.06030000

Sorter	222.687	04.08000000
Speech Pathologist	079.108	05.05000000
Sporting Goods Salesman (Salesperson, Sporting Goods)	286.358	03.32040000
Stationary Engineer	950.782	16.01990000
Statistical Clerk	219.388	03.12000000
Steam Cleaner - auto service	915.887	17.03990000
Stenographer	202.388	14.07000000
Stillman - petroleum	542.280	13.04020000
Stock Clerk	223.387	14.05040000
Stock Supervisor	223.138	14.05000000
Stripper (print. & pub.)	971.381	17.19010000
Structural & Ornamental Ironworker	809.381	17.23990000
Structural Ironworker (Structural-Steel Worker)	801.781	17.10990000
Superintendent, Building	187.168	17.10990000
* Surgical Orderly (Surgical Technician)	079.378	16.03990000
Surveyor	018.188	16.01060000
Surveyor-Helper (Chainman)	018.687	16.01060000
Swamper-Loader (Airplane-Pilot Helper)	409.887	01.01029900
Swimming Instructor (Instructor, Swimming)	153.228	08.03020000
Swimming Pool Construction Worker (Construction Worker II)	896.887	17.10990000
Swimming-Pool Serviceman	891.884	17.10990000
Tabulating Machine Operator	213.782	14.01140000
Tailor (Shop Tailor)	785.381	17.33020000

* Same as Surgical Technician

Tape Perforator (Typesetter-Perforator Operator)	208.588	14.09010000
Tapper Operator	606.782	17.23030000
Taxicab Driver	913.363	21.01990000
Teacher, Elementary School	092.228	15.12020000
Teacher, Exceptional Children	094.228	15.12020000
Teacher, Secondary School	091.228	15.12020000
Technical Illustrator	017.281	17.13000000
Technical Maintenance	714.281	16.06990000
Technical Writer (Writer, Technical Publications)	139.288	05.04990000
Telephone Industry Frameman (Frameman)	822.884	17.15010000
Telephone Operator	235.862	04.00008800
Telephone Service Representative	249.368	03.06000000
Telephone Station Installer (Station Installer)	822.281	17.15010000
Telephone Supplyman	223.387	14.05040000
Teletype Operator (Telegraphic-Typewriter Operator)	203.588	03.10990000
Television Service & Repairman	720.281	17.15030000
Terrazzo Worker	861.781	17.10040000
Theater Manager (Manager, Theater)	187.168	03.26000000
Tile Setter	861.781	17.10990000
Tire Recapper	559.885	17.03990000
Tire Serviceman (Tire Repairman)	915.884	17.03990000
Title Examiner	119.288	03.31040000
Tool & Die Maker	601.280	17.23070000
Tool Clerk	223.387	14.05040000

	Tool Designer	007.081	17.23000000
	Tool Grinder Operator (Grinder Operator, Tool)	603.280	17.230/0000
	Tool Programmer, Numerical Control	007.187	16.04010000
	Touring Counselor (Travel Counselor)	237.168	04.18000000
*	Traffic Engineering Aid (Traffic Technician)	199.288	16.01990000
	Traffic-Rate Clerk	219.388	14.05050000
	Traffic Technician	199.288	14.05050000
	Transcribing Machine Operator	208.588	03.34080000
	Transferrer (print. & pub.)	972.381	17.19030000
	Transmitter Operator	957.282	17.15030000
	Transportation Agent (air trans.)	912.368	04.00007000
	Travel Agent (Travel Counselor)	237.168	04.18000000
	Treater (petroleum ref.)	549.782	13.04020000
	Tree Trimmer	959.884	01.05990000
	Trimming Machine Operator	789.884	17.33990000
	Truck-Driver Helper	905.887	21.02070000
	Truck Driver (Tractor-Trailer-Truck Driver)	904.883	21.01000000
	Truck Farmer (Vegetable Grower)	403.181	01.01020107
	Tuna Fisherman (Fisherman, Net)	431.884	08.03070300
	Turfgrass Salesman (Salesperson, Lawn Garden Equipment & Supplies)	277.358	04.00630000
	Turfgrass Worker (Farm-Equipment Operator)	409.883	01.05040000
	Turkey Inseminator (Artificial Breeding Technician)	467.384	01.01010699
	Turret-Lathe Set-Up Operator	604.380	17.23030000

* Same as Traffic Technician

Typesetting Machine Operator (Photocomposing-Machine Operator)	650.782	17.19010000
Upholsterer-Helper (Furniture Upholster Apprentice)	780.381	17.35000000
Urban Planner	199.168	02.02030500
Used Car Salesman (Salesman, Automobile)	280.358	03.32040000
Varitypist	203.582	03.05990000
Vending Machine Repairman	639.381	17.99000000
Veterinarian	073.108	07.99000000
Veterinary Attendant (Veterinary-Hospital Attendant)	356.874	07.99000000
Veterinary Supply Salesman (Salesman, Veterinarian Supplies)	282.358	03.32040000
Waiters & Waitresses	311.878	17.29040000
Ward Clerk	219.388	14.04990000
Warehouse Man (Laborer, Stores)	922.887	17.99000000
Watchmaker	715.281	17.21020000
Water Well Driller (Driller, Water Well)	859.782	17.99000000
Welder	810.884	17.23060000
Welder-Fitter	819.381	17.23060000
Whisker Kinker (Semiconductor Assembler)	726.884	17.15020000
Woodworking-Machine Operator	669.782	17.36990000
X-Ray Technician (Radiologic Technologist)	078.368	16.03040000

JOB TITLE	D.O.T.#	O.E.#
1. Accountant	160.188	03.01000000

Accountants install and maintain accounting systems, analyze business records of firms and prepare financial reports such as profit and loss statements, balance sheets, cost studies, and tax reports.

2. Accounting Clerk	219.488	03.01010000

Accounting Clerks are skilled office workers who help keep a business accounting office or municipal finance department's records. They may handle only one part of the accounting data and be called Accounts Payabel Clerks or Accounts Receivable Clerks.

3. Administrative Assistant	169.168	14.08010000

Administrative Assistants perform a wide variety of duties to assist administrators and department heads of government and industry. The Administrative Assistant may also be known as Administrative Aide or Administrative Officer. The latter two, however, are usually positions held by only the highly skilled and experienced.

4. Admitting Clerk	237.368	08.01090000

Admitting Clerks interview patients or their relatives to get the information required for hospital admittance. The Admitting Clerk may also collect initial payment for hospital services.

5. Advertising Assistant	164.068	03.02010000

Advertising Assistants assist in planning advertising programs to promote the sale of a company's products or services.

6. Advertising Salesman	258.358	03.02000000

Advertising Salesmen are at the heart of a newspaper, radio, or TV station's economy since the advertising time or space they sell is the company's major source of income.

Advertising Salesmen are also key employees of advertising agencies.

7. Aeronautical Engineer	002.081	16.01010000

Aeronautical Engineers perform a variety of engineering work in connection with the design, construction, and testing of aircraft and missiles.

★ 8. AG Processing Plant Mechanic
(Maintenance Mechanic) 638.281 16.01020300

The Agricultural Processing Plant Mechanic repairs and maintains the complex mechanical equipment found in today's food processing firms. His job is to eliminate as many equipment breakdowns as possible through preventive maintainance and to quickly repair machines when breakdowns do occur.

9. Agricultural Chemicals Fieldman
(Field Man) 180.118 01.02010000

The Agricultural Chemicals Fieldman meets with farmers, studies crops, takes soil and tissue tests, has the tests analyzed in a lab and then studies the results and recommends a particular fertilizer, insecticide or pesticide.

10 Agricultural Chemical Sales Rep.
(Chemical Sales Representative) 266.258 03.02040000

Agricultural chemical sales representatives sell chemical and pesticides to growers for use on orchards. They must be able to identify plant diseases and insect problems. They also sell fertilizer products which help boost crop production.

11. Agricultural Commodities Grader 168.287 01.02990000

The Agricultural Commodities Grader inspects various agricultural products, such as peaches, apricots, tomatoes, potatoes, etc., and insures compliance to state and county agricultural requirements of size, quality and quantity.

12. Agricultural Inspector 168.287 01.01019900

The principal responsibility of the county Agricultural Inspector is to assure buyers and consumers of good quality agricultural commodities. His duties primarily include preventing the spread of dangerous agricultural pests, diseases and noxious weeds and proper labeling and grading.

13. Agricultural Journalist (Journalist) 132.268 05.04030000

The Agricultural Journalist works for a newspaper, magazine, radio station, television station or governmental agency, and writes articles relating to areas of agriculture. He gathers facts by investigation, interview or observation, organizes the facts and writes the article.

14. Agricultural Lab Tester 029.381 16.01029900

The Agricultural Lab Tester performs tests to insure that agricultural products are developed within particular specifications. He may work in a pesticides plant making chemical analyses of finished sprays, etc., or he may work in a cannery analyzing sugar content of fresh fruit.

★ Same as Maintenance Mechanic

15. Air Conditioning & Refrigeration Mechanic 637.281 17.01990000

Mechanics and Repairmen are the skilled workers who install and repair air conditioning and refrigeration equipment in homes, offices, buildings, factories, food stores, restaurants, and other establishments.

16. Aircraft and Engine Mechanic 621.281 17.04010000

Aircraft and Engine Mechanics inspect, overhaul, service, and repair airplanes and airplane engines to keep them in proper operating condition using hand and power tools and welding equipment.

17. Aircraft Assembler 806.381 17.04030000

An Aircraft Assembler structures and surfaces aircraft parts using hand power tools and instruments, fitting together various subassemblies of aircrafts and missiles into final form.

18. Aircraft Fuel Serviceman 915.884 17.04030000

The Aircraft Fuel Serviceman essentially operates a gasoline service station for airplanes. The serviceman is responsible for fueling aircraft and for checking engine oil levels, tire pressure, and other items for small and large private airplanes.

19. Aircraft Loftsman 693.381 17.04030000

Aircraft Loftsmen are skilled craftsmen who make preliminary layouts of lines and shapes of airplanes before blueprints are drawn and tools are designed for a manufacturing job.

20. Air Force

The Air Force is one of the major branches of the Armed Forces whose purpose is to support the National and International policies of the United States Government. Air Force personnel are trained and equipped to provide the air service necessary for this support.

21. Airframe & Power Plant Mechanic 621.281 17.04010200

The Airframe and Power Plant Mechanic is responsible for keeping planes air-borne safely and efficiently. There are many different specialized areas of work requiring many different mechanical skills.

22. Air Hammer Operator 859.887 17.10990000

The Air Hammer Operator uses tools operated by compressed air to break asphalt, concrete, and stone, or to loosen or pack earth, stone, and clay. He drills holes in concrete and performs other jobs necessary in roads, sidewalks, or building foundation construction. He may be employed by a private firm or state or county agency.

23. Air Plane Pilot 196.283 16.06010000

Air Plane Pilots fly the multi-million dollar passenger and transport planes which provide air service to all parts of the world.

24. Airline Stewardess 352.878 17.04020000

Airline Stewardesses are the personal link between an airline and its passengers. Their association with travelers is longer and closer than that of any other employee. So, in addition to advising passengers of safety rules, serving meals, and the like, they perform a most important function.

25. Airline Ticket Agent 919.368 17.04030000

Airline Ticket Agents and Reservation Agents sell space on commercial planes to the air traveling public. These agents are the key personnel as they are the employees who make actual sales contracts with the public.

26. Air Traffic Controller 193.168 17.04030000

The safe and orderly movement of the thousands of airplanes flying day or night is entrusted to the Air Traffic Control Specialist. He may work in an airport tower, an air route traffic control center, or a flight service station.

27. Ambulance Driver 913.883 21.01990000

Ambulance Drivers employed by ambulance companies transport injured, ill and convalescent persons. They also give first aid when necessary. This Viewscript does not include Patrolmen who drive ambulances for government agencies.

28. Animal Keepers 356.874 01.01010000

An animal Keeper feeds and tends to the needs of animals kept in places other than in a home or on a farm. Animal Keepers may be employed by a veterinarian, kennel, zoo, pound, retail store, or educa tion or medical research center.

29. Antenna Installer 823.884 16.01080000

The antenna Installer erects radio and television antennas. He uses hand tools to assemble antennas and then sets them up. He sets up a metal or wooden mast and secures it in place, using hand tools. Then he attaches antennas to mast. He positions the directors toward the transmitting station or reflection point and connects lead-in wires.

30. Apartment Manager 186.168 03.31990000

The Apartment Manager must rent apartments and keep the apartment vacancies at a minimum. He meets prospective tenants, gives them information regarding rental rates, shows them through apartments, keeps an account of all transactions, coloects rent, evicts troublesome tenants, calls professional plumbers, electricians, etc., when major repairs are needed.

31. Appliance Repairman 723.884 17.02000000

An Appliance Repairman services and repairs electrical or gas appliances.

32. Appliance Serviceman 827.281 17.02000000

The Appliance Serviceman repairs electrical and gas appliances that do not operate properly.

33. Apprentice Electrician 829.887 17.14000000

Apprentice Electricians train under journeyman electricians (skilled workers) to learn use, maintenance, and safety of tools and equipment, installation and repair of heat, light, power and refrigeration systems. They may work in domestic, commercial, and industrial construction.

34. Architect 001.081 02.02030100

Architects design and plan all kinds of buildings. Using engineering and design principles, it is the goal of the Architect to design a building which is beautiful and fits in with its surroundings. The Architect also tries to make the best possible use of all space inside the building. Some Architects specialize in one type of building.

35. Architectural Draftsman 001.281 17.13000000

If you were an Architectural Draftsman, you would prepare clean and accurate working plans and detailed drawings from rough sketches and specifications for architectural and structural features of buildings.

36. Artificial Breeding Lab Technician (Agriculture) 467.384 01.01010100

Artificial Breeding Lab Technicians collect, process, package and store bull semen for artificial insemination of cows. The semen is used by artificial inseminators to breed cattle. Sometimes the technician's and inseminator's jobs are performed by the same person.

37. Artificial Inseminator 467.384 01.01010100

The Artificial Inseminator breeds cattle. Using modern, scientific techniques, he implants sperm collected from bulls into cows. He also works closely with ranchers to help solve their cattle breeding problems.

38. Arts & Crafts Leader (Recreation Leader) 195 228 02.02040000

The Arts and Crafts Leader works with Recreation Program Directors in cities, school districts, and private camps to help young people to learn basic art techniques. These may include watercolor or oil painting, ceramics, and leather craft.

39. Asbestos and Insulating Worker 863.884 17.10990000

Asbestos and Insulating Workers cover all kinds of pipes, ducts, vats, and other equipment with insulating materials such as asbestos and cork in order to prevent heat and cold from entering heating and cooling systems.

40. Assembler, Bench 706.884 16.01080000

An Assembler puts together small parts to form finished products. There are many kinds of bench assembly work.

41. Assembler, Electrical Accessories 729.887 17.14990000

An Electrical Assembler puts together by hand, small parts to make transitors, resistors, capicitors and other electrical equipment.

42. Audiologist 079.108 09.07000000

The audiologist specializes in diagnosing, testing and correcting problems of hearing. He determines the range, nature and degree of an individual's hearing function, and plans, directs or coordinates therapy, counseling, etc. to improve the hearing facility.

43. Audio-Video Repairman 729.281 17.15990000

Audio-Video Repairmen maintain and repair a variety of audio-visual equipment such as tape recorders, slide and motion picture projectors and record players owned by public or private enterprises.

44. Audit Clerk 210.388 03.01040000

Audit Clerks check all sales slips and balance cash register receipts in a major department store. They provide a basic check of money received during each day's activity.

45. Automatic Transmission Specialist (Transmission Mechanic) 620.281 17.03030000

The Automatic Transmission Specialist repairs automatic transmissions in cars, trucks, buses, and other vehicles; he may be designated, according to experience and training as a Cleaner, Removal and Peplacement Man, or Transmission Builder.

46. Auto Mechanic 620.281 10.16010000

The Auto Mechanic keeps the nation's rising number of cars, small trucks, and buses in good running order.

47. Automobile Air-Conditioning Mechanic 620.281 17.01000000

The Automobile Air-Conditioning Mechanic installs and repairs automotive air units. He bolts unit to engine block, installs driving pulley, fan belt, bolts evaporator unit to dash, wires electrical unit to car, fills compressor, and tests unit, disassembles defective units and repairs or replaces worn parts.

48. Automobile Body Repairman 807.381 17.03010000

The Automobile Body Repairman is a skilled metal craftsman who repairs motor vehicle bodies damaged in collision, accident, by corrosion, or in other ways.

49. Automobile Muffler Installer 807.884 17.03030000

The Automobile Muffler Installer replaces defective mufflers and pipes on cars, buses, trucks, and other vehicles. He removes defective mufflers with hacksaws, wrenches, and acetylene torches, selects a replacement muffler according to auto model and customer preference, and bolts or tack welds the new muffler in place.

50. Automobile Radiator Man 620.381 17.03030000

The Automobile Radiator Man repairs and replaces radiators and cores of radiators to be used in automobiles, small trucks, etc.

51. Automobile Repair-Service Salesman 620.281 17.03020000

Automobile Repair Service Salesmen wait on customers who bring their automobiles and trucks in for maintenance and repairs and inspect and test the vehicles to determine the extent and cost of repairs.

52. Automobile Salesman 280.358 04.03000000

The Automobile Salesman sells new or used cars and trucks. He is an important link between manufacturer, dealer, and customer.

53. Automobile Service Mechanic 620.381 17.03020000

The Mechanic may do his job in two areas: the first is preventive maintenance. In this case, he checks all major parts and systems or he may just clean and adjust working parts. The second way is identification of difficulties of operation and the repair of parts that the owner reports he is having trouble with. He uses scientific equipment to help solve problems; such as electronic test machines, hydraulic compress gauges, etc.

54. Automobile Upholsterer 780.381 17.35000000

The Automobile Upholsterer repairs or replaces upholstery in automobiles, trucks, buses, motorcycles, and boats. He removes old upholstery, including carpets, seat covers, padding, door panels, etc. and repairs or replaces it using a variety of hand and machine tools. He also repairs or replaces it using a variety of hand and machine tools. He also repairs or replaces convertible tops.

55. Automotive Parts Salesman 289.358 03.32040000

The Automotive Parts Salesman, or as he is more commonly called, the counterman, is the worker who dispenses parts and accessories over the counter, or takes orders by telephone in a retail or wholesale auto parts store, or in the parts department of an automobile agency or auto wrecking firm.

56. Auto Tune-up Man 620.281 17.03030000

The Auto Tune-up Man tunes automobile engines to insure efficient operation. He checks, tunes, repairs or replaces spark plugs, distributor, timing mechanism, carburetor, valves, coils, condensers, electrical connections, fuel pump, battery, starter, fan belt, water pump, etc. He uses a variety of hand and power tools.

57. Baker 526.781 17.29010000

The Baker mixes and bakes foods according to recipes to produce bread, pastries, puddings, and other baked goods. Men far outnumber women in the field because of the physical stamina needed. Potential Bakers start out as Baker's Helpers, then advance to Bakers Apprentices.

58. Baker's Helper 526.886 17.29010000

The Baker's Helper assists all-round bakers and specialized bakery workers. He performs jobs such as greasing pans, removing bread from pans, and washing equipment. Most of his work is routine and largely unskilled.

59. Bank Clerk 213.885 14.03000000

Bank Clerks handle the paperwork associated with depositor's checking and savings accounts, loans to individuals and business firms, and other bank business.

60. Bank Farm Loan Officer 186.168 03.16000000

The Bank Farm Loan Officer works to improve credit services to agriculture. He uses his training in agriculture and banking to analyze financial statements and make loans. He also may perform many non-agricultural banking duties.

61. Bank Operations Trainee 186.168 15.06050000

The Bank Operations Trainee learns operations in all phases of banking as an eventual step toward becoming a Commercial Loan Officer, Operations Officer, Assistant Manager, or finally, Manager of a branch.

As a trainee, it is his job to become acquainted with all phases of the banking industry so he will have a good knowledge of overall operations before advancing into specialized positions.

62. Bank Teller 212.368 14.01050000

The Bank Teller is responsible for conducting much of the daily business of the bank with the bank's customers.

63. Barber 330.371 17.26010000

The Barber's principle duty is to cut and style men's hair. He may also shampoo, color, and dye hair and may trim or shape mustaches and beards. Some barbers now prefer to be known as Men's Hair Specialists.

64. Bartender 312.878 17.29990000

Bartenders prepare all kinds of alcoholic and non-alcoholic drinks for customers in restaurants, hotels, bars, and other establishments which serve food and drink.

65. Beach Lifeguard 379.868 08.03020200

The Beach Lifeguard performs rescues of swimmers who get into trouble in water and are unable to come ashore without help. Beach Lifeguards also perform numerous related tasks while working on the beach.

66. Bellman 324.878 13.16000000

Bellmen, also known as Bellboys and Bellhops, carry the baggage of incoming and outgoing guests to their rooms and their cars. They perform various other personal services for hotel guests.

67. Bill Collector (Collector) 240.368 03.16000000

Bill Collectors locate customers who have failed to make payments on goods or services they have purchased. They may take payments, repossess goods, or work out repayment contracts with the customer.

68. Billing Clerk 219.388 14.03990000

The Billing Clerk perpares bills to customers for products purchased. She prices products from previously calculated lists and may adjust prices to reflect discounts. Typical activities include computing wages, interest, production costs and verifying costs computations recorded in accounts.

69. Billing Machine Operator 214.488 14.01040000

Billing Machine Operators prepare statements, bills, and invoices to be sent to customers. Many business and industrial firms use billing machines. More women than men are employed as Billing Machine Operators and other duties often include general clerical work.

70. Bindery Worker 643.885 17.190600000

Bindery Workers, the majority of whom are women, perform hand and machine work required in the process of producing bound printed materials of all kinds. This presentation does not apply to the more highly skilled Book Binders.

71. Biological Photographer 143.382 17.09990000

If you were a Biological Photographer, you would photograph medical, biological, and allied phenomena to provide illustrations for scientific publications, records, research, and teaching activities.

72. Biologist 041.081 13.02000000

The Biologist studies the origin, development, anatomy, function and distribution of life. He usually specializes in one particular animal or plant, or studies the relationship between plants and animals. He works in industry, education, or private research.

73. Boat Builder (Metal) (Welder) 810.884 17.36990000

The Boat Builder utilizes his skill in metal carpentry in the construction of large, usually ocean-going boats and ships. He does hull building and shaping, works with such specialists as electricians, plumbers, boiler makers, etc.

74. Boat Builder (wood) 860.381 17.36990000

The Boat Builder utilizes his carpentry skills in the construction of wood boats, yachts, and other vessels. He does hull building, sanding, planking, cabinet construction, cabinet work, fiberglassing, etc., and works with specialists in welding, electrical work, etc.

75. Boiler Inspector 168.287 16.01100200

A Boiler Inspector is a distinct engineer qualified and trained to inspect boilers for their maintenance and safety.

76. Boilermaker 805.281 17.01020000

A Boilermaker puts together prefabricated parts of a boiler. He fits boilers and other pressure vessels into buildings and homes where they are needed. Testing for parts that do not work, fixing these parts, and other maintenance work would also be part of the work of a Boilermaker.

77. Bookbinder 977.884 17.19060000

Bookbinders perform many operations of covering books and pamphlets, magazines and other bound printed material.

78. Bookkeeper 210.388 14.01020000

The Bookkeeper maintains the financial records of a business and enables the owner to keep informed of its financial position. All businesses, large and small, require bookkeeping workers. In some large businesses much of the bookkeeping may be done by computer.

79. Bookkeeping Machine Operator 215.388 14.01040000

The Bookkeeping Machine Operator keeps a permanent daily record of financial transactions, posting figures in designated ledgers and journals by using an electric bookkeeping machine.

80. Bottle Inspector (Ware Tester) 579.384 17.99000000

Bottle Inspectors check glass containers for conformation to manufacturer's specifications, giving visual and manual tests. Bottle inspectors may also be called Ware Checkers or Selectors. If women are employed, they generally only give visual tests.

81. Bottling Room Employee (Bottle Packer) 920.885 09.02030000

The Bottling Room Employee watches machines which apply labels to wine bottles and makes sure all equipment is running properly. He (or she) may hand apply certain stamps and code numbers required by law. He may start and stop conveyor belts and bottling machines and be known as a Machine Tender or Machine Attendant.

82. Box Boy (Hand Packager) 920.887 04.06000000

Box Boys, or as they may be known, Clerk Helper, are employed in many grocery stores to put groceries in bags and assist customers in carrying them to cars.

83. Brake and Front End Man 620.281 17.03990000

The Brake and Front End Man works for new car dealers, automotive repair shops, tire stores, automotive departments of large stores, and independent brake and front end specialists. He is a mechanic who specializes in repairs and adjustments to the brake, steering, and suspension systems of both new and used cars and trucks.

84. Brake Operator - Power 617.380 17.23050000

A Power Brake Operator sets up and operates a power brake machine which bends metal pieces.

85. Bricklayer 861.381 17.10040000

The Bricklayer uses masonry materials and mortar to build walls, fireplaces, chimneys, arches, piers, and other structures.

86. Building Inspector 168.168 17.10990000

The Building Inspector checks construction of new buildings, alterations, or additions to existing buildings to make sure that they conform to state and local building codes so they will be safe. Building Inspectors work mostly for cities and counties.

87. Building Maintenance Man 899.381 17.11000000

The Building Maintenance Man keeps an office or industrial building's lighting, heating, cooling, and plumbing equipment operating smoothly. He is a "Handyman" who can fix a variety of equipment and make minor repairs. He may be known as a Building Mechanic, Maintenance Man, or Building Repairman.

88. Building Supply Salesman 276.358 13.32040000

Building Supply Salesmen engage in over-the-counter selling of business supplies. They advise, demonstrate, and explain the uses of these materials for the repair and improvement of buildings of all types. They also may be known as "Field Representative" who call on contractors, architects, and purchasing agents selling supplies.

89. Bulldozer Operator 850.883 17.10030200

The Bulldozer Operator drives a diesel powered tractor with a steel blade on the front. He levels and distributes earth, moves rocks and bolders, and in general, readies an area for construction or farming purposes.

90. Busboy 311.878 04.07000000

The Busboy assists in the operation of a cafeteria or restaurant by performing a variety of duties, including setting tables, cleaning tables, carrying food trays or carts to tables, filling water or coffee cups, moving tables, etc. He may also perform duties in the kitchen area.

91. Business Machine Serviceman (Office Machine Serviceman) 633.281 17.06000000

The Business Machine Serviceman maintains and repairs many different types of office equipment

92. Butcher, Slaughterhouse 525.381 17.29030000

The Butcher cuts animal carcasses into halves, and different cuts of meats, preparing them for distribution to retail stores, restaurants, clubs, and institutions. They work with pork, beef, veal, and lamb. Meat cutters reduce the cuts received from the butcher into pieces desirable for customer consumption.

93. Buyer 162.158 04.00002200

The Buyer holds a key position in any retail operation as he selects the goods carried by his store. He also plans the retail selling program for the goods he has purchased. The financial success of the store in many ways rests on the shoulders of the Buyer.

94. Cabinetmaker 660.280 17.36010000

A Cabinetmaker skillfully combines machine work and handwork to make repairs, alter, and install fine wooden cabinets, furniture, shelves, fixtures, paneling, and partitions in homes and businesses. They can and frequently do, complete the entire job, from selecting the lumber to the final touchup.

95. Cable Splicer 829.381 17.14020000

The Cable Splicer connects lengths of cable together, a wire at a time, to give continuity to each circuit. The Cable Splicer takes smaller cables off the main cable to provide neighborhood and individual customer service; installs the related hardware, and repairs and maintains cable lines.

96. Cafeteria Cook (Cook, School Cafeteria) 313.381 17.29020000

Cafeteria Cooks prepare meals in school cafeterias. They are responsible for feeding hundreds of students in a short period of time. They work with large amounts of food.

97. Calculating Machine Operator 216.488 14.01040000

The Calculating Machine Operator uses a calculating machine which performs mathematical operations quickly and accurately to compute or check figures on inventories, financial accounts, payrolls, balance sheets, credit extensions, engineering designs, and other business functions involving arithmetic calculations.

98. Cameraman (tv broad.) 143.062 17.15030000

The Television Cameraman operates cameras to photograph scenes for broadcast. He discusses the dramatic effects, mood, and photographic composition of scenes to be broadcast with the director.

99. Camera Repairman 714.281 17.09990000

The Camera Repairman adjusts and repairs, or replaces camera mechanisms, parts, and auxiliary equipment of different makes and models, using small hand tools and various measuring devices.

100. Camp Counselor 159.228 08.03070100

A Camp Counselor supervises and instructs a group of children in outdoor and recreational activity. In most resident camps the counselor is responsible for the health, welfare and safety of the group twenty-four hours a day.

101. Carpenter 860.381 17.36000000

A Carpenter constructs, erects, installs, and repairs structures and fixtures of wood, plywood, and wallboard, using carpenter's handtools and powertools, and conforming to local building codes.

102. Carpet Layer 299.381 17.99000000

A Carpet Layer would install carpeting over floors and stairs following a previously prepared sketch using a variety of hand tools to measure, mark, cut, sew, stretch, and tack carpet in place along wall openings and projections.

103. Case Aid 195.208 15.13040000

As a Case Aid you would work on the simplier aspects of cases involving family services, child welfare, rehabilitation, and other social services; under close supervision of a case worker.

104. Case Worker 195.108 15.13040000

If you were a Case Worker, you would counsel and aid individuals and families requiring assistance of a social service agency in such areas as poverty, unemployment, family maladjustment, anti-social behavior, and physical and mental handicaps.

105. Cashier 211.368 04.00002900

The Cashier accepts money from the customers and gives the customers a receipt or merchandise. Many Cashiers have other duties besides handling money.

106. Caster, Metal 502.782 17.23010000

A Metal Caster operates a gas-fired furnace to melt metal which he pours into molds.

107. Cataloger 249.388 14.04990000

Catalogers are employed by prime government defense contractors and by the Federal Government. They are responsible for describing and numbering the spare parts included in contracts for military equipment.

108. Catalog Order Clerk 249.368 14.04990000

Catalog Order Clerks assist department store customers in selecting mail order merchandise. They also collect money for merchandise, receive orders by telephone, and secure credit approval for items purchased on charge accounts.

109. Cellar Man 521.885 01.04019900

Cellar Men are involved in the basic process of winemaking. They work in crushing, fermentation, blending, and storage of wines, helping the skilled craftsmen with the winemaking process. Duties may vary depending in the size of the winery.

110. Cement Mason 852.884 17.10040000

Cement Masons are the construction tradesmen who finish the cement and concrete poured for construction jobs of all kinds.

111. Central Service Technician (Central Supply Worker Medical Services) 223.887 07.09050000

The Central Service Technician is a hospital employee who works in the hospital's Central Service department, which is responsible for the storage and distribution of medical and surgical supplies and equipment related to patient care.

112. Certified Public Accountant (Accountant, Public) 160.188 14.01010000

Certified Public Accountants are accountants licensed by the state who are qualified to perform accounting services for businesses, government agencies, and individuals. Certified Public Accountants are at the top of their field. Usually, several years of experience in accounting is required before an accountant can pass the CPA examination.

113. Chassis Assembler (electronics) 729.884 17.15030000

A Chassis Assembler assembles chassis of electronic equipment, such as radio and television receivers, electric organs, and record players, using hand tools and power tools, and following wiring diagrams or sample assemblies.

114. Chemical Engineer 008.081 16.01050000

The Chemical Engineer performs a variety of engineering functions, including designing chemical plants and equipment, determines new chemical processes, and applies various principles of physics, mathematics, and chemistry to obtain the most effective manufacturing processes.

115. Chemical Laboratory Technician 022.281 17.13000000

A Chemical Laboratory Technician follows closely the directions of the chemist in mixing, weighing, and analyzing chemical compounts or substances.

116. Chemist, Analytical 022.081 13.03010000

An Analytical Chemist would conduct research to develop or improve analytical techniques, methodology, and procedures, and to investigate application of instruments to analysis.

117. Child Care Worker 359.878 09.02010000

The Child-Day-Care-Center Worker organizes and leads activities of pre-kindergarten children in nursery schools or playgrounds operated for patrons of theaters, department stores, hotels, or working mothers.

118. Chiropractor 079.108 07.99000000

Chiropractors treat patients primarily by manual manipulation of parts of the body, especially the spinal column.

119. Chocolate Plant Worker 523.885 01.04019900

The Chocolate Plant Worker performs a variety of tasks in a plant which makes chocolate products such as candy bars, chocolate drops, cocoa, syrup, etc. He usually performs janitorial tasks, including sweeping floors, cleaning working areas, etc., as well as stacking boxes, loading trucks, placing products in boxes.

120. Circulation Manager 163.118 04.00004900

A Circulation Manager works for a newspaper or magazine. He is responsible for the distribution of the newspaper or magazine to vendors or subscribers.

121. Civil Draftsman 005.281 17.13000000

If you were a Civil Draftsman, you would draft detailed construction drawings, topographical profiles, and related maps and specification sheets used in planning and construction of highways, river and harbor improvements, flood control, drainage, and other civil engineering projects.

122. Civil Engineer 005.081 16.01060000

The Civil Engineer is concerned with the planning, design, and construction of all kinds of systems and structures. He may specialize in structural, transportation, traffic, hydraulics, sanitary, or construction work. He performs supervisory and administrative duties.

123. Claims Adjuster (Auto Insurance) 241.168 03.24990000

The Claims Adjuster processes all claims for damages filed by holders of car insurance and claimants against his company's clients. These may vary from simple damage or theft claims involving windshields or hubcaps to complex legal proceedings involving multiple-injury accident claims.

124. Claims Clerk (Automobile Insurance) 249.368 14.04990000

The Claims Clerk processes insurance paperwork relating to accident claims involving bodily injury or property damage. In large offices she may specialize in only one or the other. She may work for insurance companies or for an independent agent.

125. Classified Ad Clerk 249.368 14.04990000

The Classified Ad Clerk works in the advertising department of a newspaper, selling classified ads both at the counter and by telephone. She is reponsibile for helping customers work their advertising correctly and for scheduling the number of days the ad will run.

126. Clerk-Drafting (Clerk-Draftsman) 249.887 17.13000000

A Drafting Clerk makes charts and graphs recording specified information.

127. Clerk, General 209.588 14.03030000

The General Office Clerk performs a wide variety of miscellaneous clerical tasks, such as filing, typing, record keeping, and operating various office machines.

128. Clerk-Typist 209.388 14.09010000

The Clerk-Typist works in all types of businesses and industries, doing assorted typing chores and various other routine clerical duties.

129. Clothes Designer 142.081 09.01030000

A Clothes Designer creates original designs, and prepares patterns for new types and styles of men's, women's and children's wearing apparel.

130. Coin-Vending Machine Mechanic (Coin-Machine Serviceman) 639.281 16.01139900

The Coin-Vending Machine Mechanic keeps vending and coin operated machines in good working order. Because modern machines are so complex, he may specialize in one type, such as a juke box, pinball machine, candy, food, beverage, or cigarette vending machine.

131. Collection Clerk 240.388 03.16000000

Collection Clerks contact customers and notify them of delinquent accounts and attempt to secure payments from them. The job includes many other clerical duties such as filing, typing, correspondence, and records management. They may be called Collection or Credit Clerks, Collection Correspondents, or Past-Due Accounts Clerks.

132. College Instructor 090.228 15.12020000
(Faculty Member, College or University)

The College or University Instructor teaches students in classroom and other settings, conducts and directs research, and participates in other college and university functions.

133. Combination Welder 812.884 17.23060300

A Combination Welder fuses metal parts together by using arc, gas or resistance welders. Welding is used in all areas of construction, ranging from tiny missile components to hugh structural steel frameworks for building bridges and ships. Welders may be employed to do only one type of welding but must know how to do many of them.

* 134. Commercial Artist (Illustrator) 141.081 02.02020000

The Commercial Artist creates drawings and illustrations for reproduction in newspapers, magazines, package design or books. He plans advertising layouts, retouches photos, does fashion drawings, cartoons, or paints signs.

135. Commercial Bus Driver 913.463 21.01990000

The Commercial Bus Driver is employed by a bus charter firm to drive a gasoline or diesel bus, transporting passengers over specified routes to local or distant points. He assists passengers with baggage, collects tickets or fares, regulates heating, lighting, and ventilation systems, and makes emergency repairs when necessary.

** 136. Commercial Nurseryman 406.168 01.05050000

The Commercial Nurseryman operates a nursery specializing in trees and other nursery products for sale to farm owners and retail nursery operators. He must determine the type and quality of products to be grown, using knowledge of plant germination, soil conditions, growing characteristics, and market conditions.

137. Commercial Nursery Worker 406.887 01.05050000

The Commercial Nursery Worker plants, cultivates, and harvests trees, shrubs, and ornamental flowering plants in a commercial nursery. He also mixes soil with other materials to prepare plant beds, plants seeds, seedlings and bulbs. He transfers plants from beds to pots to fields. He sprays, fertilizes, buds, and grafts.

* Same as Illustrator

** Same as Nurseryman

138. Community Organization Worker 195.168 15.13000000

The Community Organization Worker plans, organizes, and works with community groups concerned with the social problems of the community such as poverty, unemployment, family maladjustment, antisocial behavior, and limited recreation opportunities.

139. Compositor 973.381 17.19010000

Compositors are printing plant employers who take manuscript copy and set it in type for the presses. Type may be hand set or machine set. Compositors are employed in small printing shops, large publishing firms, and newspapers.

140. Computer Operator 213.382 14.02010000

The Computer Operator monitors and controls the operation of electronic computers to make sure they perform the tasks they are programmed to do. The Operators feed "input" information to the machine, set it for a particular program and deliver processed data to those who have requested it.

141. Construction Equipment Mechanic 620.281 17.10030100

If you were a Construction Equipment Mechanic, you would maintain, repair, and rebuild construction equipment such as internal combustion engines, lighting plants, pumps, air compressors, concrete vibrators, and pneumatic tools, either in a shop or on location at a job site.

142. Construction Superintendent 182.168 17.10000000

If you were a Construction Superintendent, you would direct the activities of workers concerned with construction of buildings, dams, highways, pipelines, or other construction products.

143. Construction Worker 869.884 17.10990000

Construction Workers are primarily unskilled laborers who perform a variety of jobs in the construction of buildings, highways, dams, pipelines, water and sewer projects.

144. Contact Lens Technician 299.478 13.03002100

The Contact Lens Technician fits contact lenses on customers. He obtains the lenses according to diameter, curvature, and power of the lens as stated on the prescription of the Optometrist or Opthamologist.

145. Control Room Technician 957.282 16.01080000

Control Room Technicians in the radio and television industry operate and maintain equipment which insures that viewers and listeners see and hear technically good programming on time at all times.

146. Cooks and Chefs 313.131 17.29020000

Cooks and Chefs prepare meals. Some work in private homes, but most work in restaurants, hotels, hospitals, and all institutions housing individuals on a twenty-four hour a day basis.

147. Cook, Restaurant 726.782 17.29020000

The Chef or Head Cook is usually found in large hotels and expensive restaurants. He is the supervisor of all who work in the kitchen and is responsible for the preparation of food. He estimates what food is needed, does the ordering, buying, and makes up the menus. In large restaurants the duties of cooks can be broken down into several categories. Each cook may be responsible for a different type of food, such as vegetable cook, salad cook, meat cook, soup cook, sauces cook, or pastry cook. The small restaurant may have only one cook who performs all the duties on a much smaller scale. The short order cook prepares food that takes little time to go from the stove to the customer.

In the larger restaurants working conditions are excellent. Kitchens have large working areas, many are air-conditioned, and have work-saving equipment. Some of the smaller restaurants may not be so desirable because the working area can be small and not so well equipped. A cook is often under pressure in his job because most everyone wants to eat at the same time. This requires an even temperament from the cook. Cooks have a large variety of places to work such as motels, hotels, town restaurants, roadside restaurants, schools, and hospitals. Some work on split shifts and some work at night.

148. Cook, Short Order 314.381 17.29020000

A Short Order Cook would prepare and cook to order a variety of foods which take only a short time to prepare. You might do all or any combination of the following tasks depending on the size and type of firm. May carve meats and fill orders from a steam table. May prepare sandwiches (SANDWICH MAN). May prepare salads. May prepare beverages (COFFEE MAN). May serve meals to patrons over the counter. May be designated according to type of food prepared, as HAMBURGER-FRY COOK. When cooking is limited to frying foods on grill, may be designated as COOK, GRIDDLE or HAMBURGER-FRY COOK.

149. Copy Boy 230.878 05.04030000

The Copy Boy works in the editorial department of larger newspapers, assisting reporters and editors with a variety of tasks. Duties may vary from the simple delivery of news stories or "copy" to the proper places, to helping develop information or important stories.

150. Copyreader 132.288 05.01000000

The Copyreader edits and corrects newspaper or magazine copy in accordance with established format, style, and policy of publications. He may also write headlines.

151. Copywriter 132.088 05.04020000

The Copywriter is a specialized salesman who writes original advertising material about the virtues of a particular product or service for newspapers, radio, television, outdoor posters and other media.

152. Cosmetics Demonstrator 297.458 17.26990000
(Toiletries-Cosmetics Sales Demonstrator)

The Cosmetics Demonstrator works in a store or shop or is self-employed. She must have a complete working knowledge of the line or lines of cosmetics she represents.

153. Cosmetologist 332.271 17.26000000

A Cosmetologist is an asset to every woman. She can style hair to the patron's desires or create a new coiffure. Some of the services she offers are manicures, facials, coloring, and styling, all of which are a lift to today's busy woman.

154. Counter Girl Cleaning & Laundry
(Marker) 369.887 04.15000000

Counter girls in dry-cleaning and laundry establishments receive and return clothing and other items from customers and perform additional services.

155. Court Reporter 202.388 05.04030100

The Court Reporter preserves for the record all the action that takes place in courtroom and hearings including the lightning exchanges of litigants, lengthly pleas of counsel, all the immense wordage that marks the proceedings of law. His is the sole responsibility to record by manual or machine shorthand every word that is spoken during court sessions and hearings.

156. Credit Analyst 191.268 04.04000000

The Credit Analyst works for banks, savings and loan associations and other major money lenders to collect and analyze credit information for use by LOAN OFFICERS and loan committees. He is a specialist in investigating the background and financial stability of major borrowers. Credit Analysts are also found in industry, where they check on the financial condition of major purchasers and recommend the limit of credit which should be extended.

157. Credit Clerk 249.368 14.04990000

Credit Clerks interview applicants for loans and credit, process applications, and verify credit references and information. Credit Clerks usually notify customers also of acceptance or rejection of application. They may also be called Credit Interviewers, Credit Inquiry Clerks, or Loan-Application Clerks.

158. Credit Collector (Collection Clerk) 240.388 03.16000000

Credit Collectors work for Collection Agencies or retail establishments and attempt to collect overdue bills by letters, telephone, and personal interview.

159. Credit Manager 168.168 04.04000000

The Credit Manager is responsible for making decisions regarding the extension of credit to customers and patrons of all kinds of businesses. He may also oversee account collections.

160. Crop Duster (Pest-Control Pilot) 196.283 01.01020100

The Crop Duster flies airplanes laden with chemical dust or liquid and applies it as he flies low over the fields and orchards. Though the job is full of hazards, it is a vital part of the agricultural area's economy.

161. Custodian (Janitor) 382.884 17.10990000

Custodians and janitors are responsible for keeping buildings clean, sanitary, and orderly and for keeping heating and cooling systems operating correctly.

162. Customs Inspector 168.168 16.06050000

If you were a Customs Inspector, you would inspect cargo, baggage, articles carried or worn by persons, vessels, vehicles or aircraft entering or leaving the United States, to enforce customs and related laws.

163. Cytotechnologist 078.281 07.02010000

Cytotechnologists screen slides on which have been placed human cells in order to look for the abnormalities that are the warning signs of cancer.

164. Dairy Farm Equipment Repairman 629.281 01.03050000

The Dairy Farm Equipment Repairman repairs and maintains dairy machinery and equipment, such as milking systems, pumps, and refrigeration equipment. In his work the Dairy Equipment Repairman uses hand and machine tools and measuring instruments.

165. Dairy Farm Hand 411.884 01.01010101

The Dairy Farm Hand performs a wide variety of tasks on a commercial dairy farm. He may work with the cows themselves as well as with plant equipment and tools.

166. Dairy Herd Improvement Tester (Dairy Tester) 469.381 01.01010101

The Dairy Herd Improvement Tester is also known as Dairy Tester. He takes samples of milk from all cows in a herd on a monthly basis. From this he determines percentage of butterfat and quantity of milk produced by each cow.

167. Dairy Herdsman 411.181 01.01010101

The Dairy Herdsman takes complete charge of a dairy herd, including milking procedures, feeding, breeding, health care, calf raising, and record keeping. He works under the direction of the dairy owner or, on large farms, an overall manager.

168. Dairy Processing Laboratory Tester (Laboratory Tester) 029.381 16.02020000

The Dairy Processing Laboratory Tester is a quality control technician working in the dairy plant. He performs standardized tests to determine the content of butter, milk, cream, ice cream, yogurt, cottage cheese, cheese, and other dairy products. He must pass a state examination and obtain a license.

* 169. Dairy Routeman (Salesman-Driver) 292.358 04.00006600

The Dairy Routeman drives a truck over an established route to deliver dairy products to customers, mostly in residential areas. He works in the early morning, loans his truck with dairy products; butter, milk, cream, ice cream, cheese, cottage cheese, yogurt, etc. and delivers the products.

170. Dance Instructor (Instructor, Dancing) 151.028 08.03040100

The Dance Instructor instructs pupils in ballet, tap, ballroom, modern, and other forms of dance. He or she lectures, teaches music fundamentals, dance techniques, exercises, and various routines. She may teach troups of individuals or be hired for private instruction.

171. Dancer 151.048 08.03040100

The Dancer performs a variety of dances alone, with a partner, or with a group. He or she may specialize in a certain type of dance, such as ballet, acrobatic, modern, jazz, etc. He or she may work in a television, motion pictures, nightclubs or theaters.

172. Darkroom Technician (Developer) 976.381 17.09010000

The Darkroom Technician who may also be known as a Darkroom Man or Developer, works in a photographic darkroom where he develops, fixes, and prints various types of exposed photographic film.

173. Data Proc. Equip. Tech. (Electromechanical Technician) 710.281 16.04990000

The Data Processing Equipment Technician installs, repairs, maintains and makes all alterations on all types of electromechanical and electronic data processing equipment such as electronic computers, tabulators, card punchers, sorters, collators, converters, and numerout other devices.

174. Data Processing Machine Operator 213.382 03.17020000

The Data Processing Machine Operator monitors and controls electronic digital computers to process business, scientific, engineering, or other data according to operating instructions.

* Same as Salesman-Driver - 292.358

175. Data Processing Programmer 020.188 16.04010000

Computers, although sometimes called "mechanical brains" can only follow carefully prepared instructions as to what they are to do on each job. The Programmer prepares these step-by-step instructions.

176. Dental Assistant 079.378 07.01010000

The Dental Assistant helps the dentist during examinations and treatment of patients. She is responsible for sterilization of instruments and linens and relieves the dentist of routine duties.

177. Dental Hygienist 078.368 07.01020000

The Dental Hygienist is licensed to administer some dental treatments and to give instructions on tooth care. She may also take and develop X-rays and assist the dentist with routine tasks.

178. Dental Laboratory Technician 712.381 07.01030000

Dental Laboratory Technicians make artificial dentures, teeth, crowns, bridges, and other dental work. These technicians do not deal directly with patients but receive prescriptions from dentists and work in a laboratory.

179. Dentist 072.108 07.01000000

Dentists diagnose and treat physical problems of the teeth and gums as well as advise patients in preventive care techniques. Some Dentists specialize in a particular area of dental work.

180. Department Store Salesman
(Salesman, General) 289.358 04.08000000

Salespersons, men and women, usually work in a particular department of large department stores and sell items within their department. They also demonstrate products, make money transactions, and provide special services to customers.

181. Detailer 017.281 17.13000000

Detailers make detail drawings for use as complete descriptions of each separate part of a machine piece of work giving such information as its shape, size, type of material, shop operations necessary for construction, limits of accuracy, and quantity required.

* See also Salesman, General - 250.000

182. Detective 375.268 16.06050000

Detectives carry out investigations to prevent crimes or to solve crimes by scientific and professional means. They may be employed by local, county, state, or federal agencies. Most Detectives are men because of the danger of the job and the physical demands. Women are used in some areas, mainly in assignments which involve women or juveniles.

183. Die Cutter 699.782 17.23030000

A Die Cutter operates a machine which cuts out specific shapes from materials such as rubber, leather, cardboard, cloth, plastic,and paper.

184. Diesel Mechanic 625.281 17.12000000

The Diesel Mechanic "trouble shoots" and replaces worn out parts on diesel engines used in commerce, industry, and agriculture. Diesel Mechanics will be playing an important part in the growth of our economy, as the diesel engine becomes more widespread in all areas of industry.

185. Dietitian 077.168 09.01070000

If you were a Dietitian, you would plan and direct food service programs in hospitals, schools, restaurants, and other private or public institutions.

186. Digital Computer Operator 213.382 16.04010000

A Digital Computer Operator monitors and controls electronic digital computers to process business, scientific, engineering, and other data according to operating instructions.

187. Directory Advertising Salesman 258.358 03.02000000

The Directory Advertising Salesman calls on business firms to sell "Yellow Pages" advertising. He counsels the business firms about the type of advertising needed and may make suggestions for ad size and design.

188. Dishwasher 318.887 09.02030000

Dishwashers, working by hand or with machines, are responsible for washing and maintaining supplies of clean dishes, pots, pans, and utensils in all types of eating establishments and institutions.

189. Dispatcher (air trans.) 912.168 17.04000000

As a Dispatcher for the airlines, you would authorize, regulate and coordinate flight schedules and operations within an assigned area and make sure all Federal Aviation Agency and company flight and safety regulations are observed.

190. Dispensing Optician 713.251 13.03002100

Dispensing Opticians fit and adjust eye glasses from prescriptions of Optometrists and Ophthalmologists. Some Opticians also perform related laboratory work on the glasses.

191. Displayman 298.081 03.32020000

The Displayman provides a supporting service to the major activity of selling by arranging merchandise to attract the prospective buyer.

192. Ditch Tender 954.782 17.10990000

Ditch Tenders distribute water to irrigators during spring and summer months. During the winter months they do maintenance work on irrigation canal systems.

193. Domestic Service 306.878 17.26990000

This field is concerned with work in households and in the Hotel-Motel business. Positions held in this field are: Housekeeper, Laundress, Maid, Nursemaid and Yardman.

194. Draftsman 017.281 17.13000000

The Draftsman converts rough drawings of the engineer, architect, electronics engineer, etc., into finished form. His work must be precise, clear, accurate and rapid.

195. Drill-Press Operator, Production 606.782 17.23020000

A Drill-Press Operator on production work would operate a previously set up single or multiple-spindle drill press to drill, ream, counterbore, counter sink, tap or spot-face holes or depressions in metal or non-metal materials to specifications.

196. Driver-Salesman 292.358 04.00006200

The Driver-Salesman or as he is more commonly known, the Routeman, drives a truck usually over a regular route, for the purpose of selling and delivering all kinds of goods to customers.

197. Dry Cleaner 362.782 17.16010000

Dry Cleaners remove spots or stains from all kinds of clothes and fabrics. They may do many kinds of work in one or two operations in a large cleaning plant.

198. Duplicating Machine Operator 207.885 14.03010000

Operators of Offset-Duplicating Machines are skilled clerical workers who work in all kinds of offices and in the printing industry. They reproduce single and multiple-color copies on specializes machines.

199. Dyer Helper 364.887 17.33990000

A Dyer Helper performs various activities in the process of dyeing textiles and textile products.

200. Economist 050.088 15.06000000

If you were an Economist, you would conduct research, prepare reports, and formulate plans to aid in the solution of economic problems arising from the production and distribution of goods and services.

201. Egg Gatherer 412.884 01.01010106

The Egg Gatherer works on a poultry ranch collecting eggs either for sale at the market or for delivery to hatcheries.

202. Egg Ranch Manager 412.181 01.01010106

The Egg Ranch Manager supervises all operations on the egg-producing poultry ranch. He is responsible for feeding programs, health care, production control, and handling of eggs up to delivery to the processor. He is also responsible for keeping records required for later analysis regarding feeding programs, production control, etc.

203. Electrical Appliance Repairman 723.381 17.02010000

Appliance Repairmen find out why appliances don't work right, then install new parts, repair parts, or make adjustments. To decide why an appliance does not work right, a repairman asks the customer how the appliance operated when it was last used. If possible, he may run the appliance in its faulty condition. Common sources of trouble such as faulty gas, electric and fluid lines and connections are checked. Special tools are needed to test electric and gas systems. Some tools and devices needed are watt meters, ohmmeters, voltmeters, and monometers. Combustion test equipment and vacuum and pressure gauges are also necessary.

204. Electrical Appliance Serviceman 827.281 17.02010000

Electrical Appliance Servicemen install, service, and repair stoves, refrigerators, dishwashers, and other electrical household appliances, using hand tools and test meters.

205. Electrical Engineer 003.081 16.01070000

The Electrical Engineer plans, designs, and oversees the manufacture and operation of various kinds of electrical and electronic equipment. Because the field is so broad, he usually will specialize in one area, such as communications, electronics, power, etc.

206. Electrical Inspector 168.168 17.15000000

An Electrical Inspector inspects electrical installations during construction or remodeling of buildings for conformance to municiple building or electrical codes. He issues permits to electrical contractors and certifies completed job to public utility company.

207. Electrical Repairman 829.281 17.14000000

The Electrical Repairman, or as he is called, The Maintenance Electrician, is the skilled electrician, who, using preventive techniques, keeps electrical systems working properly, and when malfunctions occur, performs the necessary repairs.

208. Electrician, Airplane 825.281 17.14990000

The Airplane Electrician installs, adjusts, and repairs electrical wiring, switches, and fixtures in an aircraft manufacturing or repairing firm.

209. Electrician (construction) 824.281 17.14000000

Construction Electricians, or "Inside Wiremen" lay out, assemble, install, and test electrical fixtures, apparatus, and wiring used in electrical systems in all types of structures.

210. Electrician, Radio 823.281 17.15030000

Radio Electricians adjust and repair high-powered stationary and mobile radio transmitting equipment, using hand tools and testing instruments and following wiring diagrams.

211. Electrocardiograph Technician 078.368 07.09020000

The "EKG Technician" administers, under direction of professional medical personnel, an electrocardiograph test to record tracings of electrical impulses coming from the heart muscle.

212. Electronic Draftsman 003.281 17.13000000

If you were an Electrical Draftsman, you would draft wiring diagrams, schematics, and layout drawings used in the manufacturing, assembling, installation and repair of electronic equipment, such as television cameras, radio transmitters and receivers, computers and radiation detectors.

213. Electronics Assembler 726.781 17.15000000

The Electronics Assembler, using diagrams and tools of many types, and in some cases, machines, installs components and subassemblies in electronic equipment of all kinds.

214. Electronics Mechanic 828.281 16.01090000

Electronics Mechanics test, adjust, and repair various types of electronic equipment, such as computers, industrial controls, radar systems, missile control systems, transmitters, antennas, and other mechanisms.

215. Electronic Technician 003.181 16.01080000

The Electronic Technician serves as a valuable aid to the engineer. In his job he applies electronic theory, principles of electric circuits, electrical testing procedures, and related subjects to layout, build, test, trouble shoot, and modify various electronic equipment.

216. Electromechanical Technician 710.281 16.01090000

An Electromechanical Technician would fabricate, test, analyze, adjust, and repair precision electromechanical instruments, such as temperature probes and aerodynamic probes, following blueprints and sketches, using hand tools, metal working machines, and measuring and testing instruments.

217. Electroplater (Plater, electroplating) 500.380 16.01080000

The Electroplater puts a covering of a durable attractive metal on another metal product. He dips the objects into an electrified vat where the process takes place. He prepares the solution, adjusts the currents, and checks the length of time the objects are to stay in the tank.

218. Elementary School Secretary 201.368 14.07020000

Elementary School Secretaries help maintain the school office, work with principals and teachers to prepare materials for students, and keep files on such things as absences and report cards.

219. Elevator Constructor 825.381 17.10990000

Elevator Constructors assemble, install, and repair elevators, escalators, dumbwaiters, and similar equipment.

220. Embalmer 338.381 07.09090000

Working in a funeral home establishment, the Embalmer prepares bodies for internment in conformity with legal requirements.

221. Employment Interviewer 166.268 03.26060000

The Employment Interviewer carefully looks over the application of job applicants and through skillful questioning he learns more about the applicant's interests, abilities, work preferences, and special needs. Once he knows enough about the applicant, the interviewer's next step is to try to find a suitable job for him.

222. Engine-Lathe Set Up-Operator 609.380 17.23020000

If you were an Engine Lathe Set Up Operator, you would set up and operate an Engine Lathe to perform machine operations, such as turning, boring, threading, and facing on metal or non-metallic workpieces, according to specifications, tooling instructions, standard charts, and knowledge of machining procedures.

223. Engineering Aid 005.081 16.01000000

The Engineering Aid works at a level of skill which is below that of the professional engineer. Tht title Engineering Aid is used in Federal, State, and County civil service more than in private industry.

224. Engineering Assistant, Mechanical Equipment 007.181 16.01000000

Engineering Assistants (Mechanical Equipment) develop detailed design drawings and related specifications for mechanical equipment, according to engineering sketches and design specifications.

225. Engineering-Equipment Mechanic 620.281 16.01130000

Engineering-Equipment Mechanics analyze malfunctions and rebuild, repair, and adjust heavy construction equipment, such as cranes, derricks, power shovels, scrapers, paving machines, motor graders, rock-crushers, trench excavators, conveyors, and bulldozers.

226. Equipment Service Supervisor 912.137 17.04010100

If you were an Equipment Service Supervisor, you would supervise and coordinate the activities of workers engaged in servicing airplanes with fuel, lubricants, and coolants, on the flight line of an airport.

227. Escrow Officer 169.388 03.31030000

The Escrow Officer takes information from buyers and sellers of property and completes the escrow process of transferring and borrowing on Real Estate. He or she handles all the funds and documents for the transfer. Both men and women are employed as Escrow Officers.

228. Escrow Secretary (Secretary) 201.368 14.07020000

The Escrow Secretary performs clerical duties involved with the sale of property. Escrow is a part of every sale. When property is placed "in escrow" all deeds and legal papers are placed into the hands of a neutral party until all terms and conditions of the sale are met by the buyer and seller.

229. Estimator(printing and publishing) 219.388 17.19000000

An Estimator would estimate the labor and material costs of printing and binding books, pamphlets, periodicals, and other printed material.

230. Exterminator 389.884 13.00000000

Pest control workers are employed by licensed Pest control operators. Pest control workers perform exterminating work in homes, business offices, factories, and other structures.

231. Extruder Operator 557.782 17.27000000

If you were an Extruder Operator, you would set up and operate a machine to extrude thermoplastic materials to form tubes, rods, and film, according to specifications.

232. Farm Equipment Mechanic 624.281 01.01030000

A Farm Equipment Mechanic maintains, repairs, and overhauls farm machinery, equipment, and vehicles, such as tractors, harvesters, pumps, tilling equipment, trucks, and other mechanized, electrically powered or motor driven equipment on farms or in farm equipment repair shops.

233. Farm Equipment Operator 409.883 01.03010000

The Farm Equipment Operator runs and does field maintenance on a wide variety of machinery including tillage, planting, cultivating, harvesting, and processing equipment. He may work for one rancher and operate many kinds of equipment on many different crops or specialize.

234. Farm Equipment Salesman 277.358 04.00006300

The Farm Equipment Salesman sells farm and garden equipment to farmers, gardeners, and others. His products may include tractors, harvesters, combines, loaders, plows, lawn mowers, and poultry and dairy equipment. He usually specializes in equipment of one area of agriculture.

235. Farm Hand, General 421.883 01.01000000

The hired Farm Hand, a fulltime farm employee, usually works for an individual farmer. He may spend all his time on one task, such as milking or he may do most of the things that the farmer does;plant, cultivate, and harvest crops, clean barn and animal yards, repair fences, haul produce and supplies.

236. Farm Real Estate Salesman (Salesman, Real Estate) 250.358 03.31060000

The Farm Real Estate Salesman is instrumental in bringing buyer and seller together in all farm land sales. His job required the skills and training of a regular Real Estate Salesman, but also a thorough background in agriculture.

237. Feed Company Field Man 180.118 01.02020000

The Feed Company Field Man is employed by a feed company as a field representative to work with the individual farmer and study his livestock, including projected growth rates, use of the various animals for food or breeding purposes, and advise the rancher on the best type of feed.

238. Feed Mill Operator (Feed Mixer) 520.885 01.03010000

The Feed Mill Operator works for a seed and feed company, and through the operation of a variety of machines, performs one or more of the following activities; Cleans feed, mixes feed, measures feed, mashes feed, etc. He operates selector boards, which automatically perform a variety of jobs.

239. File Clerk 206.388 14.03020000

The File Clerk is concerned with putting material in and removing it from files, searching and investigating for information contained in files, inserting additional data in file records, making up reports, and keeping files current.

240. Film-Library Clerk 223.387 14.05040000

The Film Library Clerk works in an audiovisual library of a school, public library, private firm, or educational office. He or she stores and issues films and other materials, compiles catalogs, repairs damaged materials, and services and operates the various audiovisual machines.

241. Finance Company Manager (Manager, Financial Institution) 186.118 03.08000000

A Finance Manager supervises and coordinates the work of all finance company employees. He helps establish and maintain those policies and procedures necessary to insure a smooth and efficient operation.

242. Fingerprint Technician (Fingerprint Classifier) 375.388 16.06050000

Fingerprint Technicians, also known as Fingerprint Examiners and Identification Technicians, prepare, classify, compare, and perform other operations on fingerprints for police and public agencies.

243. Fireman 373.884 16.06020000

Firefighters in city and town fire departments protect life and property from fire - whether it be a smouldering trash fire that can be brought under control with a hand fire extinguisher or a spectactular waterfront blaze requiring equipment from several fire companies.

244. Fireman, Stationary (Fireman, High Pressure) 951.885 17.01020000

Stationary Firemen are semi-skilled workers who operate and maintain steam boilers used to power industrial machinery and to heat factories.

245. Fish and Game Warden 379.168 01.06000000

A Fish and Game Warden is a law enforcement officer who sees to it that laws pertaining to the conservation of fish and wildlife are obeyed.

246. Flagger (Airplane Pilot Helper) 409.887 01.01029900

The Flagger or Flagman signals crop dusting airplanes from the ground directing the pilot to the proper fields on which to apply chemicals. He steps off the proper number of rows so the pilot does not apply chemicals more than once.

247. Flight Instructor (Instructor, Flying) 196.228 16.06010000

The Flight Instructor teaches flying to persons who are interested in becoming private or commercial pilots. He instructs both those who want to learn "pleasure" flying and those interested in flying as a means of business transportation. Flight Instructors may work part or full time and many combine this with charter flying and other commercial aviation occupations.

248. Flight Service Specialist 193.168 17.04030000

The Flight Service Specialist is licensed by the Federal Aviation Administration (FAA) to provide pilots with preflight, in-flight, and emergency assistance, including weather information, air navigation conditions, air traffic, etc.

249. Floor Covering Installer 864.781 17.99000000

The Floor Covering Installer, a skilled building trades craftsman, lays smooth decorative floors. The Installer performs all phases of installation including floor preparation, measuring and cutting material, and actual installation.

250. Floor Covering Salesman 274.358 03.32040000

The Floor Covering Salesman sells carpeting, padding, vinyl and asbestos tiles, linoleum and other types of floor covering materials both to home owners and building contractors, businesses, schools, and other institutions. He may work as a "floor salesman" in the store, as an "outside" salesman", working with prospective customers in their homes, or as a "commercial salesman", dealing with high-volume purchasers such as contractors and business firms.

251. Florist 142.081 04.05000000

The Florist arranges fresh or artificial flowers for table settings or decorations. He prepares flowers for weddings, funerals, and also makes corsages. He may counsel customers about parties and/or weddings to insure the proper flower arrangement for a given occasion. They also care for flowers in bulk before the salable product is produced.

252. Food and Drug Inspector 168.287 13.03010000

A Food and Drug Inspector inspects establishments where food items are manufactured, handled, stored, or sold, to enforce legal standards of sanitation, purity, and grading.

253. Food Service Supervisor 319.138 17.29000000

The Food Service Supervisor trains and supervises employees in the food service department of a hospital, nursing home, institution, college, or school in serving food and keeping the food service area and equipment clean.

254. Foreman (Sewing Room) 789.132 17.33990000

The Sewing Room Foreman works in a factory as a rule supervising the work of several people, most of whom are sewing machine operators.

255. Forester 040.081 01.06010000

Foresters manage and develop forest lands and ranges for efficient uses of resources and for purposes of recreation. Many professional foresters specialize in a particular area of the work such as research or recreation.

256. Forestry Technician (Forester Aid) 441.384 16.01029900

The Forestry Technician assists foresters in managing and caring for both public and private forest lands. His work may include field investigation and sampling, laboratory analysis and supervision of work crews in such areas as seeding and pest control.

257. Foundry Worker (general) 519.884 17.23010000

The Foundry Worker performs any of the unskilled tasks involved with the production of metal castings used as essential parts in everything from automobile engines to cooking utensils.

258. Frozen Food Processing Machine Operator (Wrapping & Cutting Machine Oper.) 920.885 16.02030000

The Frozen Food Processing Machine Operator operates, maintains, and repairs any one of the following machines: sorter, cutter, polybagger, wrapper, bin dumper, glue machine, freezer, boiler, box former, box closer, casing machine, printing machines, cookers, etc.

259. Frozen Food Processing Worker (Frozen Pie Maker) 529.884 16.02030000

The Frozen Food Processing Worker performs any one of the following tasks in a frozen food plant: grading, sorting, cleaning, unloading, loading, stacking boxes, plant clean up, janitorial, etc. He or she may work on such products as frozen "TV Dinners", meatpies, pies, or frozen corn, peas, beans, spinach, etc.

260. Fryer Ranch Supervisor or Pullet Ranch Manager (Poultry Breeder) 412.181 01.01010106

The Fryer Ranch Supervisor raises fryers from day-old chicks to a "pan ready" chicken in 9 weeks.

The Pullet Ranch Manager raises hens for egg ranchers. This involves care from day-old chick stage to maturity at 20 weeks. Both workers are responsible for total care of the flocks from the time they leave the hatchery until delivery.

261. Funeral Director 187.168 07.09090000

The Funeral Director arranges and conducts funerals, usually working with members of the family.

262. Furnace Installer 862.281 17.01020000
(Oil Burner Installation & Serviceman)

Furnace Installers, using blueprints or other specifications, install oil, gas, or electrical wiring and controls necessary for the operation of these units.

263. Furniture Salesman 274.358 03.32040000

Furniture salesmen sell all lines of household furniture such as couches, chairs, bedroom sets, dinettes, and tables. They work in furniture stores or large department stores. The salesman must be able to convince a customer that his store has the right merchandise at the lowest possible price.

264. Furniture Upholsterer 780.381 17.35000000

Furniture Upholsterers are skilled workers who prepare furniture frames with springs, webbing, and other foundation materials, and finish the furniture with leather, plastics, and other covering materials.

265. Garbage Collector 909.887 07.07030000

The Garbage Collector loads and transports garbage from homes and businesses to city dumps or incinerators.

266. Garment Cutter (Cutter, Machine) 781.884 09.01030000

The job of the Garment Cutter is to cut various garment pieces from layers of cloth which are spread on cutting tables. He follows the outline of a pattern on a table with an electrically-powered cutting knife which cuts through all cloth layers at one time.

267. General Secretary (Secretary) 201.368 14.07020000

The General Secretary assists the executive in carrying out the details of his work. She does his typing and other clerical jobs. Her responsibilities may cover business machines and possible supervision.

268. Geologist 024.081 13.03001100

The Geologist studies the structure, composition, and history of the earth's crust. He studies rock core, cuttings, rocks, minerals, fossils, and other specimens. He presents his findings in reports, articles, lectures and maps, and keeps a detailed record of all findings.

269. Geophysicist 024.081 13.04000900

Geophysicists study the earth's physical characteristics, such as its electric, magnetic, and gravitational field, the earth's interior heat flow and solar radiation.

270. Glass Installer(Auto Service) 865.884 17.10090000

The Glass Installer in the automotive industry replaces automonile windows as well as front and rear windshields. He replaces broken or pitted windshields and window glasses in motor vehicles.

271. Glazier 865.781 17.10090000

Glaziers cut and install glass for home and office buildings. They also install glass in cars and boats. They may specialize in one kind of installation, such as auto glass, or work in shops where a variety of skills are required.

272. Greenskeeper 407.137 01.05060000

If you were a Greenskeeper, you would supervise and coordinate the activities of workers engaged in maintaining the ground and turf of a golf course in good playing condition.

273. Grocery Checker (Cashier Checker) 299.468 14.01030000

The Grocery Checker works in food markets of all sizes, computing the amount of a customer's purchase on a cash register and collecting payment. In many cases, the checker may also bag the groceries. In some markets, the checker may help stock shelves.

274. Groundsman (Grounds Keeper) 407.884 01.05040000

The Groundsman cares for grounds, lawns, trees, shrubbery, and gardens under the supervision of a Senior Groundsman or Gardener. He may be known by a number of titles; Groundsman, Gardener, Groundskeeper, or at times may be classified as a laborer, or by the job he performs, such as Grass Cutter or Leaf Raker.

275. Guard 372.868 16.06050000

Guards protect property from damage or loss from robbery, or intruders. They may keep order at large gatherings of people. They usually are employed by large manufacturers, banks, government institutions, department stores, and others. Most guards are men, because of the physical hazards involved in this occupation.

276. Hardward Salesman
(Salesman, Hardware Supplies) 276.358 04.09000000

Hardware Salesmen display and sell such items as paint, building supplies, electrical equipment, gardening tools, household goods, plumbing supplies, and woodworking tools. Hardware Salesmen perform other duties of general salesmen.

277. Heavy Equipment Operator (Operating Engineer) 859.883 17.10030000

Heavy Equipment Operators run several types of construction equipment to excavate and grade earth, erect structural and reinforcing steel, mix and place concrete. These machines include power shovels, cranes, derricks, hoists, pile drivers, concrete mixers, paving machines, trench excavators, and bulldozers.

278. Helicopter Pilot 196.283 16.06010000

The Helicopter Pilot operates helicopters and other rotary wing aircraft commercially in any one of the following areas; passenger commuter service, crop dusting, aerial photography, charter flights, construction, land surveying, or industrial work.

279. Highway Patrolman-State Police
(State Highway Patrolman) 375.268 16.06050000

The main job of the Massachusetts Patrol Officer is to enforce the Massachusetts Vehicle Code and other laws relating to the operation of motor vehicles on the highways. He also investigates accidents, and may help investigate crimes or arrest suspects in cases not related to highway traffic.

280. Hod Carrier 869.887 17.1000000

A Hod Carrier moves bricks, concrete, mortar, or plaster in a hod (a Y-shaped tool) to bricklayers, cement finishers, plasterers, or stone masons at work on a construction site.

281. Home Attendant 354.878 17.26990000

Home Attendants care for elderly, convalescent, or handicapped persons in their homes, by giving out-patient assistance.

282. Horticulturist 040.081 01.05000000

The Horticulturist would conduct experiments and investigations on problems of breeding, production, storage, processing, and transportation of fruits, nuts, berries, vegetables, flowers, shrubs and trees.

283. Hospital Cashier
(Hospital Admitting Clerk) 237.368 14.01030000

A Hospital Cashier receives payments from patients. She calculates the balance due and collects the money. She also makes bank deposits and writes appropriate information on many hospital forms.

284. Hospital Engineer (Plant Engineer) 007.187 16.01090000

The Hospital Engineer is responsible for maintaining the hospital plant and its technical, electrical, and electronic equipment.

285. Hospital Orderly (Orderly) 355.878 07.03030000

Hospital orderlies assist the medical staff with a wide variety of patient-care duties, including jobs which may involve lifting too heavy for a nurse to do. Duties may include some clean-up work. Depending on job duties, an orderly may be known as a Floor Orderly or Surgical Orderly.

286. Hostess, Dining Room 310.868 09.02030000

A Dining Room Hostess welcomes patrons, seats them at tables or in a lounge, and insures quality and rapidity of facilities and service. She may also schedule dining reservations.

287. Hotel Clerk 242.368 04.11000000

Hotel and Motel Clerks deal with customers in person, by telephone, and by letter, to secure reservations for rooms and other hotel facilities. Clerks may be Room Clerks, Desk Clerks, or Reservation Clerks.

288. Housekeeper (hotel & rest.; medical services) 321.138 17.26990000

A Housekeeper is responsible for supervision of the personnel in hospitals, hotels, and similar establishments.

289. Hydraulic Tester 621.281 17.04010100

A Hydraulic Tester tests, adjusts, and repairs airplane hydraulic units and systems, following blueprints, schematic drawings, or verbal, or written instructions.

290. Ice Cream Machine Operator (Freezer Man) 529.782 09.02030000

The Ice Cream Machine Operator operates one or more of the various machines used in the processing of ice cream. He is unionized, must serve first as a general worker, and later is trained to run any of the following: separator, mixers, freezers, hardening machines, pasteurizers, or packaging and labeling machines.

291. Ice Cream Processing Worker (Frozen Pie Maker) 529.886 09.02030000

The Ice Cream Processing Worker performs any one of several jobs in an ice cream processing plant. He is unionized and can be classified as unskilled or semi-skilled, depending on the job he does. The unskilled worker performs custodial work, warehouse duties, etc. The semi-skilled worker performs clean-up work, etc., requiring some instruction.

292. Illustrator 141.081 17.07990000

If you were an Illustrator, you would plan and execute illustrations for books, magazines, advertisements, newspapers, posters, and catalogs.

293. Immigration Patrol Agent (Border Patrolman) 375.868 16.06050000

The U. S. Border Patrol is a mobile uniformed law enforcement organization. Its principle duties are to prevent the illegal entry of aliens to the United States,the smuggling of aliens into the United States, and to apprehend aliens who are in the country illegally.

294. Industrial Engineering Technician 012.228 16.01110000

Industrial Engineering Technicians study and record time, methods, motion and speed involved in performance of maintenance, production, clerical, and other worker operations, to establish standard production rate and to improve efficiency.

295. Industrial Truck Operator 922.883 21.02070000

As a truck operator you will be responsible for the safe arrival of passengers and goods. You are entrusted with valuable cargos worth thousands of dollars.

296. Information Clerk 237.368 14.04000000

An Information Clerk answers inquiries of persons coming into an establishment: Provides information regarding activities carried on, in or outside of establishment, and the location of departments, offices, and employees within organization. In retail establishment,informs customer of location of store merchandise. In hotel, supplies information concerning services, such as laundry and valet services. Receives and answers requests for information from company officials and employees. May call employees or officials to information desk to answer inquiries. May keep record of questions asked.

297. Information Operator (Central Office Operator) 235.862 14.04010000

The Information Operator receives local and long-distance requests for numbers which the caller cannot find in a directory. She also intercepts calls for numbers which have been changed or disconnected.

298. Inhalation Therapy Technician 079.368 07.09030000

An Inhalation Therapy Technician works with a doctor in treating patients with breathing problems, or one who needs to take medication by inhaling.

299. Installment Loan Specialist (Loan Officer) 186.288 04.04000000

Installment Loan Specialists work in banks and loan companies, taking applications for loans, examining credit ratings of prospective borrowers, making recommendations and answering questions about installment loans. In some cases, the Installment Loan Specialist may also be a management trainee.

300. Inspector, General (Engineering Inspector) 620.281 04.00009900

The job of an Inspector is to check each item to make sure it is perfect. What he has to do to check the item depends on what it is. If it is a plate, he will look for scratches, chips, and glaze imperfections. If it is a television set, he will have to check many special things. To inspect some manufactures goods, special measuring instruments are used and the inspector must learn to use these devices. He may need to know some special mathematics or other specialized information in order to do his job. He may keep records of the faulty pieces he finds. He may have to make minor repairs and adjustments to the articles he inspects. A skilled Inspector may be in a very responsible position and must work very carefully and seriously.

301. Instructional Aide (Teacher) 092.228 18.01010000

The Instructional (Teacher's) Aide works with children. He or she works closely with the teacher to assist in educational programs. Many are educated to work with handicapped or special education students. Others work with teachers at each grade level to help in the learning process.

302. Instructor, Auto Driving 099.228 21.02070000

An Auto Driving Instructor instructs individuals and groups in theory and application of proper automobile driving skills.

303. Instrumentmaker, Helper 600.884 17.23000000

This job is also called an Experimental Machinist or Model Maker. Instrument Makers work closely with engineers in making experimental models to test new designs and ideas.

304. Instrumentman 710.281 16.01120000

Instrument Repairmen install and service the complex industrial and scientific instruments that measure, record, or control heat, electricity, pressure, flow of liquids, chemical composition, and other variables.

305. Instrument Repairman 710.281 17.21010000

If you were an Instrument Repairman, you would install, repair, maintain, and adjust recording, regulating, and controlling devices used in measuring and controlling such variables as pressure, flow, temperature, motion, force, and chemical composition.

306. Insurance Agent (Fire and Casualty) 250.258 03.24010000

The Fire and Casualty Insurance Agent sells policies which protect home, car, and boat owners from losses incurred by natural disasters, such as fires or storms and from accidents.

307. Insurance Agent (Life) 250.258 03.24020000

Life Insurance Agents sell life insurance. They recommend how much insurance to buy and what type of policy. They must be able to explain the many kinds of life insurance policies available and recommend to a family the plan which best suits their insurance needs and budget.

308. Insurance Claims Adjuster (Claim Adjuster) 241.168 03.24030000

Insurance Claims Adjusters investigate and settle claims of losses suffered by policy holders of all kinds of insurance.

309. Insurance Secretary (Insurance Clerk) 210.368 14.07020000

An Insurance Secretary in a medical facility is responsible for preparations of insurance benefit applications for patients and for collection of all insurance accounts in accordance with established policies and procedures of the employing unit.

310. Interior Designers and Decorators 142.051 17.07010000

The creative work of Interior Designers and Decorators enhances the attractiveness of our homes and other buildings. They plan the functional arrangement to interior space and coordinate the selection of furniture, draperies, and other fabrics, floor coverings, and interior accessories.

311. Jail Matron (Matron) 375.868 16.06050000

The Jail Matron supervises women prisoners in city and county jails or working in camps. She assists in booking new prisoners and releasing those who have served their terms or are being freed on bail. She accompanies women prisoners to court, stays with them during medical examinations, or questionings, and returns them to their cells. In a state prison her duties are similar but deal with "long term" prisoners rather than inmates who stay in jail for a brief period of time.

312. Junior Accountant 160.188 03.01010000

The Junior Accountant performs general, cost and special accounting duties under varying degrees of supervision. Inexperienced accountants usually begin with fairly routine work, such as counting cash, verifying computations, or tracing entries from the general ledger to the books of original entry.

313. Juvenile Officer (Parole Officer) 375.268 16.06050000

The Juvenile Officer's job is to encourage law and order among the youth of a community. His goal is to prevent young people from starting a life of crime. Because this is not always possible, the Juvenile Officer must also investigate crimes committed by juveniles, make arrests, testify in court, counsel with parents and young offenders.

314. Key Punch Operator 213.582 14.02020100

The Key Punch Operator uses a machine with a keyboard much like an electric typewriter, pressing proper keys in correct order to punch data onto cards. Data cards are then used in computers and other data processing equipment to perform many jobs from analyzing space shots to preparing payroll checks.

315. Kitchen Helper 318.887 09.02030000

The Kitchen Helper assists the cook by performing a variety of routine unskilled duties. He has responsibility for the cleanliness of the kitchen area and may be asked to set tables, prepare food trays, and assist in the serving of trays.

316. Knitting Machine Operator 685.885 17.33990000

A Knitting Machine Operator runs one of the machines used to make knitted material.

317. Laboratory Assistant 029.381 16.09990000

Laboratory Assistants help scientists and skilled technicians with a variety of laboratory tasks. These may be routine tests, or sometimes rather complicated experiments. Government agencies, universities, and many industries have laboratories.

318. Laboratory Chief (Photography) 976.131 17.09010000

A Laboratory Chief would supervise and direct the activities of workers engaged in developing, enlarging, retouching and finishing negatives, films, photographs and slides.

319. Laboratory Helper 381.887 16.01020000

The Laboratory Helper does routine clean-up and maintenance work such as glass washing, potting of plants, and care of animals and insects.

320. Laboratory Technician or 029.181 16.05040000
Laboratory Tester 029.281 16.01050000

A Laboratory Tester performs laboratory tests according to prescribed standards to determine chemical and physical characteristics or composition of solid, liquid, or gaseous materials and substances for purposes such as quality control, process control, product development, or determining conformity to specifications. He cleans and sterilizes laboratory apparatus. May prepare chemical solutions according to standard formulas.

*321. Laboratory Tester 029.281 16.01050000

* Same as Laboratory Technician described above.

322. Laboratory Tester (Food Products) 029.381 16.01050000

If you were a Laboratory Tester, you would perform standardized tests to determine quantity or quality of physical or chemical properties in food products, or to insure compliance with company and government quality standards, using laboratory equipment.

323. Laborer, Chemical Processing 559.887 16.01050000

A Chemical products laborer prepares raw materials for use in a variety of products such as dyestuff, plastics, bleaches, and flavorings. The work involves reducing materials to powder by use of machines.

324. Laborer, Concrete Plant 579.886 16.01060300

A Concrete Plant Laborer prepares concrete products such as bricks, tiles, pipe, pre-stressed construction units, and building blocks. He loads, operates, observes, and removes materials from machines.

325. Laborer(General) 860.887 17.10990000

Laborers are employed by many kinds of private employers and public agencies. They perform a wide variety of services. Most of the work of the laborer is physical and may involve such things as construction, clean-up, driving and digging, as well as may others.

326. Laborer (Nursery) 406.884 01.05050000

A Nursery Laborer works with plants, shrubs, and trees, and maintains simple equipment in a nursery or greenhouse.

327. Landscape Gardener 407.181 01.05040000

The Landscape Gardener plans and coordinates the landscaping operation of private and business grounds.

328. Lather 842.781 17.10060000

Lathers put in the support backing on which plaster, stucco, or concrete materials are applied. These supports are usually of two types, metal lath (strips of expanded metal or a metal wire mesh), or gypsum. The plaster, when mixed properly, sticks easily to either type of lath.

329. Laundry Operator 369.884 17.16020000

The Laundry Operator operates laundry machines in private industry, hospitals, and hotels.

330. Laundry Workers (Laundryman) 361.884 17.16020000

Laundry workers may perform one or a number of tasks required in the operation of a clothes washing establishment. They may work for "family" laundries, large commercial laundries, or a towel and uniform rental service. Jobs also exist in hospitals and some other large institutions.

331. Law Enforcement Clerk (Station-House Clerk) 249.588 14.04990000

Law Enforcement Clerks perform a wide variety of tasks for local and state law enforcement agencies. They may type and file crime reports, work in identification bureaus, or detective divisions of police departments, sheriffs' offices, and other agencies.

332. Lawyer 110.108 15.99000000

Self-employed and employed by law firms, businesses, and public agencies, Lawyers represent clients in civil and criminal proceedings. Specific duties are many and are performed both in and out of court and depend on the nature of the employer.

333. Legal Secretary 201.368 14.07020000

The Legal Secretary performs general clerical and secretarial work for an attorney or a law firm. In addition, she prepares legal papers and correspondence of a legal nature, such as summonses, complaints, motions, and subpoenas.

334. Lens Grinder 673.885 13.03002100

A Lens Grinder tends machines which surface eyeglass blanks for correct power and thickness. He works under supervision to prepare lenses for optometrist's and opthologist's prescriptions.

335. Librarian 110.118 05.01070000

Professional Librarians are responsible for the task of recording, arranging, and otherwise making information available for use to large numbers of people. Librarians may handle books, films, periodicals, documents, and other media used in the transmission of information.

336. Library Assistant 249.368 20.04040000

Library Assistants or Aides help professional Librarians by performing such tasks as checking out and shelving books and doing other work not requiring professional librarian training.

337. Licensed Practical Nurse
(Nurse, Licensed Practical) 079.378 07.03020000

The Licensed Practical Nurse works under the direction of a doctor or Registered Nurse in care for the sick. She may be employed in hospitals, doctor's offices, convalescent hospitals, or in public health offices or industrial plants.

338. Lifeguard 379.868 08.03020200

The Lifeguard watches over the activities of school or municiple swimming pools to make sure water safety rules are observed by all swimmers, and to rescue swimmers who get into difficulty. Lifeguards may also perform other duties around the pool, such as clean-up.

339. Lineman 821.361 17.15010000

Linemen with both the electric power and telephone industries are responsible for the installation and maintenance of lines which carry power and telephone service to homes and businesses.

340. Lithographic Camerman
(Photographer, Lithographic) 972.382 17.19030000

The Lithographic Cameraman is a skilled worker who photographs printed forms, black and white or color pictures, and prepares them for use in the lithographic reproduction process.

341. Loan Officer 249.368 03.18030000

A Loan Officer would interview individuals applying for mortgage loans and evaluate applications submitted to obtain such loans.

342. Local Truck Driver (Truck Driver) 905.883 21.01000000

Local Truck Drivers work within a metropolitan area, picking up, transporting, and delivering materials, goods, and products of all kinds. They also perform related duties which may vary widely from job to job.

343. Locksmith 709.281 17.21010000

The Locksmith installs and repairs locks ranging from simple "skeleton key" installations on older homes, to complex time lock systems on bank vaults. He also fabricates keys for locks and in many cases is called out to start cars for which the keys have been lost or to help people who have locked themselves out of their homes.

344. Logger 940.884 01.06010000

While on the job, the logger is exposed to many jobs including the cutting of limbs from felled trees to the loading of logs on trucks and railraod cars. After the trees are cut and limbs removed, the limbs are then cut to different lengths, logs are then sorted, gathered, and stored.

345. Lumber Grader (Grader, woodworking) 669.587 01.07040000

Lumber Graders examine milled or rough-sawed lumber and sort it according to designated standard.

346. Machinist 600.280 17.23020000

The journeyman or all around machinist carries to completion the construction or repair of metal parts, tools, and machine from written specifications such as blueprints, engineering sketches or dimensions.

347. Magician or Prestidigitator 159.048 08.03040399

A Magician performs tricks of illusion to mystify and entertain. Some Magicians work at circuses, carnivals, or fairs. Others work as salesmen, some become television personalities.

348. Maid (Ward or Floor) 323.887 17.26990000

The Maid is responsible for the cleaning and servicing of assigned areas such as wards, offices, or surgery. As part of housekeeping staff, she is usually supervised by the Executive Housekeeper or a professional nurse.

349. Mail Carrier 233.388 04.00008800

The Mail Carrier or Postman is the Post Office employee who sorts mail for delivery and delivers it on an established route. He may deliver mail to businesses, private homes, and public offices, and completes delivery forms, collects charges, issues receipts. He may deliver on foot or by car, cart, or truck. He may deliver packages.

350. Maintenance Man 899.381 17.10990000

Maintenance Men are employed in factories and office buildings as well as in many other settings. They are primarily responsible for the maintenance of physical structures and equipment. They use hand and power tools in the job.

351. Maintenance Man(Factory or Mill) 899.281 17.11000000

The Maintenance Man repairs and maintains the machinery, plumbing, electrical wiring and fixtures of a factory or mill building using a variety of hand and power tools.

352. Maintenance Mechanic 638.281 10.16030000

The Maintenance Mechanic dismantles or partially dismantles machines and other equipment, repairs or replaces parts, and reassembles equipment in industrial and manufacturing firms such as aircraft, food processing, dairies, etc.

353. Makeup Man 973.381 05.04030000

Makeup Men assemble newspaper stories and advertisements into page forms. They make sure all type and pictures are in correct spots on the page before sending it to the final steps in printing. Depending on duties, Makeup Men may be designated as Advertising Makeup Man, or Page Makeup Man. All Makeup Men also perform composing room functions as do the Compositors.

354. Manager, Department 299.138 03.26000000

A Department Manager would supervise and coordinate the activities of workers in one department of a large retail store.

355. Manager, Store 185.168 03.26020000

A Store Manager would supervise and coordinate the activities of workers in a store.

356. Map Draftsman (Draftsman, Map) 017.281 17.13000000

Map Draftsmen interpret information taken from deeds, surveys, recorded maps, aerial photographs, and other sources and prepare maps to meet the special needs of private industries or local government. Maps may be of a small area, showing ownership, property lines, etc. or they may be city, county, or state road maps.

357. U. S. Marine Corps (Enlisted Man) 368.999 22.04000000

The Marine Corps is trained and equipped to provide Fleet Marine Forces of combined arms, together with supporting air components, for service with the fleet in the seizure or defense of advance naval bases and for the conduct of such land operations as may be essential to the prosecution of a naval campaign.

358. Marker (laundry) 369.887 17.16990000

A Marker performs any combination of duties im marking, sorting and recording soiled garments, linens, and other articles received for cleaning and laundering.

359. Material Lister (const.) 229.388 17.10000000

The Material Lister determines and records the amount, size, kind, grade, and place of delivery of materials needed for building construction projects by studying plans, specifications and blueprints.

360. Meat Cutter 316.884 17.29030000

The Meat Cutter practices his trade in retail markets, wholesale establishments, and frozen food locker plants. He prepares, displays, and packages meat, poultry and fish. He may also sell meats to and explain cooking methods to customers.

361. Mechanic, Maintenance Helper 638.884 16.06990000

A Maintenance Mechanic repairs machinery working with diagrams, sketches and manuals. He finds the trouble in broken machinery and makes adjustments necessary to make it run smoothly.

362. Mechanical Draftsman 007.281 17.13000000

If you were a Mechanical Draftsman, you would prepare complete and accurate working plans and detail drawings of machinery and mechanical devices, indicating dimensions and tolerances, fastness and joining requirements, and other engineering data.

363. Mechanical Engineer 007.081 16.01130000

If you were a Mechanical Engineer, you would design and supervise the manufacture operation, installation and maintenance of machinery and other equipment producing, transmitting, or using power.

364. Mechanical Engineering Technician 007.181 16.01130000

If you were a Mechanical Engineering Technician, you would apply theory and principals of Mechanical Engineering to develop and test machinery and equipment under direction of engineering staff and physical scientists.

365. Medical Assistant 079.368 07.03000000

The Medical Assistant, under the direction of a physician, aids in treatment and examination of patients and performs other routine duties.

366. Medical Laboratory Assistant 078.381 07.02030000

A Medical Laboratory Assistant performs routine laboratory tests for use in diagnosis and treatment of illness, under supervision of a licensed medical technologist or pathologist or other qualified physician.

367. Medical Records Clerk 249,388 14.04990000

The Medical Records Clerk(Coding Clerk) classifies medical records of hospital patients and compiles statistics for use in reports and surveys. She keeps a daily statistical record of such information as admissions, discharges, deaths, births, and types of treatment rendered.

368. Medical Records Librarian 100.388 07.99000000

The Medical Records Librarian is a key member of the modern team. She is a person trained to assemble and analyze the component part of a patient's medical record; to keep the record readily available for use in future illness of the patient(or for research and study) and to develop the medical statistics needed by the hospital.

369. Medical Secretary 201.368 03.34100200

If you were a Medical Secretary, you would work for a doctor or hospital personnel, and perform a variety of tasks such as scheduling appointments, giving information to callers, preparing medical charts and reports, and performing other clerical and administrative work utilizing a knowledge of medical terminology.

370. Medical Stenographer 202.388 14.07030000

The Medical Stenographer works in a doctor's office, medical clinic, or hospital where she takes dictation, transcribes material from a sound recording, uses a typewriter and transcriber, and prepares medical history, patient's charts, reports, letters, etc.

371. Medical Technologist
(Tissue Technologist) 078.381 07.02000000

The Medical Technologist is licensed to perform chemical, microscopic and bacteriological tests under the general direction of a clinical pathologist, licensed bioanalyst, or medical doctor for use in the treatment and diagnoses of various diseases.

372. Messenger 230.878 14.04050000

Messengers deliver messages, packages, documents, securities and other items from one business to another. They may work directly for a large manufacturer or business or for a messenger service.

373. Metal Bonding Assembler
(Assembler, Metal Bonding) 806.884 17.23040000

Metal Bonding Assemblers in Aerospace plants bond metal skins to cores of walls which form sections of aircraft.

374. Metallurgist, Assistant 011.281 16.01140000

An Assistant Metallurgist examines and tests metal samples to determine their physical properties under the direction of a Metallurgist.

375. Meter Reader 239.588 10.18000000

Meter Readers, employed by utility companies, read meters which measure the consumption of water, gas, or electricity by residential and commercial users. They also record readings and compute consumption on various forms.

376. Milker (Milking-Machine Operator) 411.885 01.04010200

Milkers are employed on dairy farms to operate milking machine equipment which extract the milk from a dairy herd.

377. Milk Processing Machine Operator 529.782 01.04010200

The Milk Processing Machine Operator operates a variety of vat or continuous flow machines used in the processing of milk and milk products. He is trained on the job to operate mixers, coolers, bottlers, pasteurizers, scales, etc. For some jobs, such as butterfat tester, he must take a state exam.

378. Milk Processing Worker 529.886 01.04010200

The Milk Processing Worker performs a variety of semi-skilled tasks associated with the processing of milk and milk products. He may load and unload products, place milk cartons on boxes, keep machines stocked with cartons, etc., help clean and service machines, and other related jobs.

379. Milling Machine Set-up Operator 605.782 17.23030000

The Milling Machine Set-up Operator sets up and operates milling machines to mill surfaces on metal or non-metalic work-pieces according to specifications, tooling instructions, standard charts and knowledge of machining procedures.

380. Millwright 638.281 17.09000000

The Millwright is a highly skilled worker employed in many factory industries. He installs, dismantles, and moves heavy machinery or supervises such operations.

381. Model 297.868 08.03039900

Models, primarily women, promote clothing fashions by wearing and demonstrating styles at fashion shows, in stores, and in wholesale establishments.

382. Molders and Coremakers 518.381 17.23010000

Molders and Coremakers are foundry workers. Molders make forms used in the shaping of poured metal parts. Coremakers prepare sand bodies used in forming the hollow parts of poured castings.

383. Motel Manager 187.118 04.11000000

The motel Manager directs and coordinates the activities of various departments of a motel. He assumes responsibility for profitable operation while providing maximum comfort for guests.

384. Motion-Picture Projectionist 960.382 17.09990000

A Motion Picture Projectionist works from an elevated room at the back of the theater and operates projection machines and audio equipment; assuring high quality screen and sound presentation for the audience.

385. Motorcycle Mechanic
(Motorcycle Repairman) 620.281 17.03990000

The Motorcycle Mechanic repairs and overhauls motorcycles, motor scooters, and similar motor vehicles.

386. Motor Transit Driver
(Transit Operator) 913.463 21.01000000

The Motor Transit Driver is hired by a public or private city transportation firm. He operates an electric or diesel bus to transport passengers over a set route. He collects fares, prepares and issued transfers, gives information on time schedule, established stops, etc. and regulates heating, lighting, and ventilation systems.

387. Multilith Operator 207.782 17.19990000
(Offset Duplicating Machine Operator)

The Multilith Operator runs small offset printing presses for offices, businesses, government offices, and schools. The job may be as simple as duplicating typewritten material from paper "mats" or it may involve detailed multiple-color work, including the making of "halftone" negatives and metal plates.

388. Musical Instrument Repairman 730.281 16.06990000

The Musical Instrument Repairman uses power and hand tools to clean and inspect as well as repair all kinds of musical instruments.

389. U. S. Navy (Enlisted Man) 368.999 22.02000000

The Navy organizes, trains, and equips forces to conduct prompt and sustained combat operations at sea, including operation of sea-based aircraft and land-based naval air components. It gains and controls general naval supremacy and conducts such operations as may be essential to the prosecution of a naval or land campaign.

390. New-Account Clerk (Clerical) 249.368 14.04990000

The New-Account Clerk works in banks and savings and load associations, greeting prospective customers, providing them with verbal and printed information about the bank's services. Her most important job is to create a good impression of the bank.

391. New-Car Get-Ready Man 806.381 16.01040000

The New Car Get-Ready Man's job is to inspect the car thoroughly. to make sure it is in the best condition before it is sold. This consists of inspecting, tuning, and doing any repairs needed.

392. New Car Salesman 280.358 04.00002300

The New Car Salesman works for an authorized dealer, selling a wide variety of cars and sometimes light trucks. His job is a key one in the automotive industry, one of the country's largest industries.

393. Note Clerk (Banking and Financing)
(Audit Clerk) 210.388 03.16000000

The most commonly thought of bank clerical occupation is that of a teller. However, a great number of bank employees work in other areas of banking and finance in clerical postions related to the servicing of accounts and loans. Among these are Note Clerks, Note Tellers, and Real Estate Loan Clerks.

394. Nurse Aide 355.878 07.03030000

A Nurse Aide performs certain duties not requiring professional training in caring for the patient. The Aide works under the supervision of a professional nurse.

395. Nurse, Supervisor Public Health Nursing
075.128 07.03000000

Nurse, Supervisor (Public Health Nursing) is a registered nurse who works along with community leaders, teachers, parents, and physicians in both public and private agencies. They may work in clinics, homes, schools, or divide their time among all of these. This work requires the supervision of other public health nurses and para-professionals. Emphasis is placed on prevention of illness and patient care.

396. Nursery School Director 359.878 09.02010000

The Nursery School Director works for a private or public-operated nursery school, and organizes and directs activities of pre-school children. She organizes games, teaches simple drawing, painting, and other skills, and plans luncheon menus, etc. Depending on the size of the school she may or may not perform functions of a teacher.

397. Nursery Man 406.168 01.05050000

If you were a Nursery Man, you would manage a nursery, which grows trees, shrubs, and ornamental flowering plants for commercial sale.

398. Nursery School Teacher 359.878 09.02010000

The Nursery School Teacher works for a public or private nursery school and organizes and leads children's activities. She organizes and participates in games, reads to children, and teaches simple painting, drawing, and skills such as tying shoes and buttoning clothing.

399. Occupational Therapy Aid 079.368 07.04010000

An Occupational Therapy Aid assists the Registered Occupational Therapist in using purposeful activity as treatment in the rehabilitation of persons with physical or emotional disabilities.

400. Oceanographic Technician 199.384 06.06040000

Oceanographic Technicians assist Oceanographers and other professionals in the collection, preparation, and analysis of data gathered from the sea for research purposes. They are part of a highly skilled research team.

401. Office Clerk 209.388 14.03030000

Office Clerks care for the vast amount of correspondence, record-keeping, and other office duties and comprise one seventh of the total work force in the United States. Clerical workers are employed in all industries and businesses, since office work is essential in nearly every type of business.

402. Office Machine Salesman 281.358 03.33990000

The Salesman of office copying machines and and systems works with businessmen, school systems, manufacturers, and government agencies... providing machines which reproduce typewritten and printed material for office use. This is one of the most rapidly growing sales areas because of continuing technology advances.

418. Paperhanger 871.781 17.10050000

A Paperhanger prepares the surface, cuts wallpaper according to pattern, and hangs the paper.

419. Parking Enforcement Officer 375.588 16.06050000

The Parking Enforcement Officer works under supervision to patrol areas, to issue citations for parking meter overtime, and zone violations, and to do related work as required. He usually drives a small motorized vehicle and may or may not be a member of the city police force.

420. Parking-Lot Attendant 915.878 08.02090000

The Parking-Lot Attendant is responsible for the storage and safety of cars left in the parking lot in which he works.

421. Park Maintenance Man (Park Caretaker)
407.884 17.10990000

The Park Maintenance Man for a city or county works under supervision to care for planted areas and trees. He plants, cultivates, and maintains hedges, lawns, trees, flowers, and shrubs in parks, parkways, planting strips, and golf course areas. He may also maintain swimming pool areas and operate various kinds of specialized equipment.

422. Park Ranger 169.168 01.06020000

Park Rangers (and their assistants) are responsible for care and control of State and National Parks. They assist tourists, act as law enforcement officers within the Park boundaries, and also act as conservationists.

423. Parts Salesman (Automobile Specialty Store)
223.387 03.32040000

The Parts Salesman sells a wide variety of retail goods to motorists in an automotive specialty store. These include tires, batteries, mufflers, carburetors, and many other needs.

424. Patrolman 375.268 16.06050000

If you were a Patrolman, you would patrol an assigned beat either on foot, or by motorcycle or patrol car, to control traffic, to prevent crime or disturbance of the peace, and arrest violators of the law.

425. Patternmaker (Aircraft) 777.381 17.23090000

The Patternmaker builds plaster and plastic or clay patterns used for making sand and poured metal molds from which tools and parts are used in manufacturing of aircraft.

* 426. Patternmaker 777.381 17.23090000

427. Patternmaker (Apparel Industry) 781.381 17.99000000

The Patternmaker makes a master pattern from the approved sketches and designs of the professional designer.

428. Patternmaker, Metal (Foundry) 600.280 17.23010000

The Metal Patternmaker prepares patterns from metal stock or from rough castings made from an original wood pattern. To shape and finish the patterns, he uses a variety of metal working machines including the engine lathe, drill press, shaper, milling machine, power hacksaw, and grinder as well as small hand tools.

429. PBX Operator (Telephone Operator) 235.862 04.00008800

PBX Operators use telephone switch boards to receive incoming and inter-office phone calls. They relay calls to the proper person in an office. They may also place long distance calls for other employees.

430. Peace Corps Volunteer none 15.13000000

Peace Corps Volunteers offer their service throughout the world to underdeveloped countries that are suffering from hunger, ignorance, and poverty.

431. Pediatrician 070.108 07.09000000

The Pediatrician is a medical specialist who plans and carries out a medical care program for children from birth through adolescence. He aids in mental and physical development and diagnoses and treats diseases.

432. Personnel Administrator 166.118 03.26060000

Personnel Administrators interview job applicants. They also test applicants, investigate their background, and/or weigh the qualifications of several applicants against each other to determine which one should get a job. Most large businesses, industries, and government agencies have a Personnel Administrator or Personnel Manager.

* Same as Patternmaker (Aircraft)

433. Personnel Clerk 205.368 03.26060000

The specific duties of a Personnel worker depend to a great extent on the size of his company and the kind of business it is. The Personnel Clerk finds people to fill available jobs at all levels and when these positions are filled he helps keep the records of the new employees.

434. Pest Control Representative 299.287 01.01020800

If you were a Pest Control Representative, you would inspect buildings for termites or other wood-destroying pests.

435. Pharmacist 074.181 13.03010000

Pharmacists are professionals in the medical services field who compound and dispense drugs and other medications according to prescriptions from physicians and dentists.

436. Pharmacy Helper 074.387 13.03010000

The Pharmacy Helper works under the supervision of a registered Pharmacist and performs routine duties in the hospital or clinic pharmacy.

437. Photographer 143.062 02.02070000

Photographers take, develop, and print pictures of people, places, and objects. The work they do is in many fields including artistic, commercial, news, portrait, scientific, and industrial photography.

438. Photo Engraver(Printing & Publication) 971.381 17.1904040000

Photo Engravers prepare metal plates for letter press and gravure printing, using photographic acid and acid etching methods. Preparing plates for offset printing is a distinct trade in itself.

439. Photographer, Lithographic 972.382 17.19030000

Lithographic Photographers photograph in artificial light, illustrations, photographs, typeset materials, drawings, or other printed material to produce negatives on film or glass plates to be used in the preparation of lithographic printing plates.

440. Photograph, Retoucher 970.281 17.09010000

Restores damaged and faded photographs or colors and shades drawings to simulate photographs, using an air brush.

441. Photo Supply Salesman 285.358 03.32040000

The Photo Supply Salesman works in a camera shop or in the camera department of a larger department store. He sells cameras, film, enlargers, and other equipment and helps customers with service problems and technical questions. He may perform adjustments on camera equipment but usually does not do complicated repair work.

442. Physical Therapist 079.378 07.04020000

Following the advise of the physician, assist injured and otherwise handicapped individuals to rehabilitate arms, legs, and other parts of the body.

443. Physical Therapy Assistant 355.878 07.04020000

The Physical Therapy Assistant aides a Registered Physical Therapist in a planned program of patient rehabilitation for the purpose of correction or prevention of certain physical conditions.

444. Physician 070.101 07.99020000

Physicians diagnose diseases and treat people who are ill or in poor health. In addition they are concerned with preventive medicine and with the rehabilitation of people who are injured or ill.

445. Piano Tuner 730.281 - 18.06000000

The Piano Tuner tunes and does repairs on all types of pianos.

446. Pinsetter Mechanic, Automatic 829.261 17.14990000

Automatic Pinsetter Mechanics adjust and repair electrically powered automatic pinsetting bowling machines, following maintenance manuals, schematics, and knowledge of equipment. They also observe operation of the machines to determine the causes for malfunction. Test relays, solenoids, transformers, electric motors, and wiring for defects, using continuity testers, ammeter, and voltmeter, are all part of the job of an Automatic Pinsetter Mechanic.

447. Pizza Cook 314.781 17.29020000

The Pizza Cook prepares pizza and other Italian foods. He may work in a Pizzaria or in an Italian restaurant which features many other dishes including spagetti, lasagna, scallopini, etc.

448. Planning Aide 199.388 02.02030500

The Planning Aide compiles data for use of urban planners whose goals are to develop well-ordered, attractive cities. Aides may make field surveys to determine how land is being used or make maps, charts, and reports which help the planners.

449. Plasterer 841.781 17.10060000

Plasterers apply plaster to walls and ceilings to form fire resistant and relatively soundproof surfaces, which then may be decorated. They also apply stucco to exterior walls, and form and cast ornamental designs in plaster. Apprentices (beginning workers) are grouped with journeymen (skilled workers) to acquire a full knowledge of the trade and development of skills.

450. Plumber 862.381 17.10070000

Plumbers and Apprentice Plumbers install, repair and maintain piping systems used to carry water, steam, and gases in homes, businesses, and other structures.

451. Plumbing Inspector 168.168 17.10070000

The Plumbing Inspector's job is to oversee that all plumbing work is done according to the state and local codes. He also conducts license exams.

452. Plumber-Pipefitter-Helper 862.884 17.10070000

Plumbers and Pipefitters are craftsmen who install pipe systems that carry water, steam, air or other liquids or gases. They also do repair work.

453. Podiatrist 079.108 07.09000000

The Podiatrist, or Chiropodist, diagnoses and treats diseases and deformities of the feet. He performs surgery, uses drugs and physical therapy, prescribes proper shoes, and fits various corrective devices. He uses X-rays and takes blood tests to help in diagnosing problems.

454. Policeman 375.118 16.06050000

The Policeman is charged with enforcing the laws made by the citizens of a community. His basic job is to keep the peace and to protect life and property from destruction.

455. Policewoman 375.268 16.06050000

The Policewoman helps enforce laws made by the citizens of a community. Her duties cover a narrower range than that of a Policeman. Usually, she works only on cases known to involve women or children. She does not normally ride "patrol" shifts or participate in the more dangerous law enforcement duties.

456. Postal Clerk 232.368 14.04030000

The Postal Clerk, depending on the size of the post office branch, performs the following tasks: sell stamps, post cards, stamped envelopes; receives letters and parcels and computes cost; hand or machine cancels letters, hand cancels parcels, sells postal insurance and registers letters; sorts mail, etc.

457. Poultry Debeaker 412.887 01.01010106

The Poultry Debeaker works in a poultry hatchery and, soon after the hatching of a bird, trims the bird's beak, toes, and wings to prevent canabalism, flying, and fighting. The Debeaker inserts the chick's beak in the guide hole of the machine and cuts off the beaktip, or uses hand shears to complete the process.

458. Poultry Farm Hand 412.884 01.01010106

The Poultry Farm Hand performs various tasks required in the tending of poultry stock which is being raised for the sale of eggs or other commercial use.

459. Poultry Hatchery Machine Operator (Laborer, Hatchery) 412.887 01.01020206

The Poultry Hatchery Machine Operator operates a variety of machines in a hatchery, including heaters, coolers, timers, incubators, etc. He must learn to operate the machines and is held responsible for the proper functioning of all machines with which he works.

460. Poultry Hatchery Manager 412.168 01.01010106

The Poultry Hatchery Manager is responsible for the proper functioning of the pountry hatchery. He usually lives near the hatchery and must insure that everything follows a set schedule from the moment the fertile eggs are delivered to the hatchery to the moment they leave as chicks. His job is to hatch a chick at the lowest cost while insuring quality.

461. Poultry Processing Worker (Poultry Dresser) 523.887 01.01010106

The Poultry Processing Worker performs a variety of tasks. When a poultry processing plant hires you, they will utilize your skills and abilities in the most effective job. Tasks may include loading, unloading birds, operating automatic machines, cleaning or shipping birds.

462. Power Shear Operator 615.782 17.23040000

A Power Shear Operator sets up and runs a power shear machine which cuts metal or plastic objects.

463. Power Shear Set-Up Operator 615.380 17.23040000

A Power Shear Set-Up Operator sets up the power shear according to the specifications or blueprints for a job.

464. Power Shovel-Crane Operator 850.883 17.10030200

The Power Shovel-Crane Operator drives a heavy machine equipped with a shovel. He excavates and moves dirt, rock, sand and other materials for construction and farming purposes.

465. Power Truck Operator/Fork Lift Driver (Industrial Truck Operator) 922.883 17.10990000

A Power Truck Operator removes raw materials and products using various types of power trucks which carry tons of material and lifts it as much as eighteen feet in the air.

466. Presser 363.782 09.02020000

A Presser uses various types of steam pressing machines or hand irons to flatten seams and to shape garment parts and finished garments. Pressing is particularly important in making high quality garments.

467. Printing Pressman 651.782 17.19020000

The Printing Pressman is employed in commercial printing plants, newspapers and manufacturing firms to operate printing presses at maximum speed while producing a high quality product. He may work with any of three types of printing processes: letterpress, gravure or offset.

468. Production Clerk 221.388 14.05000000

As a Production Clerk you would compile data from customer orders, production estimates and inventory records to prepare production schedules.

469. Production Machine Operator 609.885 17.23030000

If you were a Production Machine Operator, you would tend a variety of machine tools, such as lathes, drill presses, milling machines, grinders or special purpose machines to shape metal work pieces to specifications.

470. Production Repairman 729.381 17.15000000

A Production Repairman repairs rejected electronic equipment, such as radio transmitters, radar units, amplifiers, and related antenna and cable assemblies, using hand tools and soldering iron.

471. Professional Athlete 153.348 08.03090000

Professional athletes are physically skilled workers who participate in many kinds of team and individual sports for public entertainment. Baseball, basketball, football and golf are among the most popular professional sports. Auto and motorcar racing are not considered in this VIEWscript.

472. Programmer (Business Application) 020.188 16.04010000

A Programmer (Business Application) converts the symbolic statement of business problems to detailed logical flow charts for coding into computer language and solution by means of automatic data processing equipment.

473. Programmer, Chief Business 020.188 03.17000000

Definition - same as above.

474. Programer (Detail) 219.388 03.17000000

The Detail Programer selects symbols from coding systems peculiar to make or model of digital computer used by employer and apply them to successive steps of completed programs for conversion to machine-processable instructions.

475. Proof Machine Operator 217.388 17.19990000

The Proof Machine Operator sorts, records, and proves records of bank transactions, such as checks, deposit slips and withdrawal slips, using proof machines. The job often includes other clerical duties. Proof Machine Operators are mainly employed by banks because of the volume of documents that must be checked each day.

476. Prosthetist/Orthotist 078.368 07.09000000

Prosthetists and Orthotists write specifications for and fit artificial limbs, braces and appliances for body deformities and disorders following prescriptions of physicians. Prothetists specialize in making and fitting artificial limbs, orthotists specialize in making and fitting orthopedic braces.

477. Psychiatric Technician (Psychiatric Aid) 355.878 07.08010000

The Psychiatric Technician applies psychiatric principles and techniques in the personal care and treatment of the mentally ill and mentally retarded. More than any other person, the Psychiatric Technician shares the patient's life under all circumstances and is responsible for the total care of the patient.

478. Psychologist 045.088 15.12000000

Psychologist study and apply knowledge of many areas of human behavior. They are usually specialists in experimentation, clinical work, teaching or one of several other principal areas of concern.

479. Public Relations Man 165.068 03.11000000

The creation of favorable attitudes and opinions toward an organization and its products or programs is the job of the Public Relations Man. Public Relations Men create and write news releases and other communications to that end.

480. Pump Serviceman (Pump Erector) 637.281 16.01020200

The Pump Serviceman installs and performs shop and field repairs on pumps used in irrigation or for municiple or residential water supplies. He may work for a well drilling and irrigation supply firm, a pump sales company or on his own as an independent repair serviceman.

481. Punch-Press Operator 617.885 17.23030000

The Punch-Press Operator tends one or more power presses that trim, punch, shape, notch and crimp metal or plastic shock between dies.

482. Purchasing Agent 162.158 04.00006100

Purchasing Agents buy materials, equipment, supplies and services for businesses, industry and governmental units. The Purchasing Agent can be the most valuable asset a company has. Money saved through wise buying can be just as important as money made through increased sales.

483. Quality Control Inspector 529.387 14.05020000

The Quality Control Inspector insures that the products manufactured by his company are reliable, meet certain specifications and give customers satisfaction. Virtually every type of industry employs Quality Control Inspectors, including food processors, manufacturing firms, chemical producers, etc.

484. Quarry Worker 939.887 17.10990000

The Quarry Worker performs a variety of tasks involved with taking large solid blocks or broken masses of stone from the earth to be used for construction purposes.

485. Radio Announcer 159.148 05.05040100

The Radio Announcer or Disc Jockey, as they are often called, presents musical programs on radio stations. They may also do newscasts and commercial messages - and on occasion double as sportscaster.

486. Radio Dispatcher (Dispatcher, Radio) 379.368 05.05040100

The Radio Dispatcher receives complaints from public concerning crimes and police emergencies, broadcasts orders to police radio patrol units in vicinity to investigate complaint, and relays instructions or questions from remote units. In some municipalities coordinates all police, fire ambulance, and other emergency requests, relaying instructions to radio unit concerned. May make operating adjustments to transmitting equipment where station is not automatic, and be required to hold Federal license.

* 487. Radio Dispatcher (Police) 379.368 05.050440100

488. Radio Mechanic (helper) 823.884 17.15030000

A Radio Mechanic helper tests radios and radio equipment.

489. Radio Operator (Station Operator) 379.368 05.05000000

Radio Operators, or Dispatchers, communicate with personnel in the field by the use of two-way radio units.

490. Radio & Television Service Technician (Radio Repairman) 720.281 16.01080000

The Radio & Television Service Technician's job consists of three phases: installation, outside service calls, and bench work. Usually the journeyman is expected to perform whatever service the customer requires, but a man with special abilities may tend to specialize in the kinds of equipment he services.

491. Radiologist 070.108 07.09000000

The Radiologist diagnoses and treats diseases of the human body using X-rays, radio-active substances and radio therapy. He uses X-rays to examine internal structures and functions and treats benign and malignant growths by exposure to radiation from X-rays and other high energy sources.

* Same as Radio Dispatcher - 379.368

492. Railroad Worker 910.383
(Locomotive Engineer or Fireman)

Railroad Workers, including engineers, firemen, conductors, brakemen and clerks are directly responsible for the operation of trains while on the "run" at terminals or in railroad yards.

493. Real Estate Appraiser 191.287 03.31020000

An appraiser inspects property in order to arrive at a fair market value for the property or land surrounding it. He obtains all pertinent market information and presents his conclusions in a written report. He may work for a real estate firm, independent appraiser or governmental agency.

494. Real Estate Salesman 250.358 03.31060000

In the vast majority of property transactions, the Real Estate Salesman is instrumental in bringing the buyer and seller together. Working through a broker, the Real Estate Salesman sells and rents real estate for clients.

495. Receptionist 237.368 14.04060000

The Receptionist's main job consists of greeting persons who come into an office and directing them to the proper department or person who can help them. The Receptionist may also do other office tasks such as typing, filing, clerical work or operating a small telephone switchboard.

496. Recreation-Facility Attendant 341.368 08.03070000

A Recreation-Facility Attendant schedules and organizes the use of recreation facilities in public parks and private clubs.

497. Recreation Leader 195.228 08.04000000

The Recreation Leader in migrant education works with the children of farm workers during the harvent seasons. He or she may lead a group of youngsters in organized play or work with individuals in developing physical fitness. Most workers are part-time and most jobs are in the summer months.

498. Recreation Supervisor 187.118 08.03070000

Recreation Supervisors supervise paid and volunteer recreation service personnel in public or voluntary agencies, community centers, playgrounds and other similar facilities.

499. Recreation Worker 195.228 08.04000000

Recreation Workers perform a function for communities and private organizations related to recreational planning, instruction, coordination and supervision. Duties vary widely from simple play leadership to broad community recreation planning.

500. Reinforcing Ironworker 801.884 17.10990000

Reinforcing Ironworkers place steel rods or wire mesh in freshly poured concrete in order to reinforce it.

501. Refrigeration Mechanic 637.281 17.30000000

The Refrigeration Mechanic installs, repairs and maintains industrial, commercial and home refrigeration, cooling and air-conditioning in business establishments or in private homes.

502. Registered Nurse 075.378 07.03010000

The Registered (professional) Nurse uses skill and judgment in caring for ill or injured persons. She must be licensed by the State Board of Nursing Education before she may use the title of RN (Registered Nurse) after her name. The RN may work in a hospital, doctor's office or industrial firm.

503. Rehabilitation Counselor 045.108 07.04000000

Rehabilitation Counselors are primarily concerned with vocational and personal adjustment of physically, mentally and socially handicapped persons. The counselor holds regular interviews with disabled persons to discuss the program and check on the progress made, and helps resolve problems. He is part of a rehabilitation team which includes doctors, nurses, etc.

504. Relations Officer
(Public Relations Man) 165.068 05.04030000

The responsibility of the Hospital Public Relations Officer is to establish and maintain public understanding and acceptance of the hospital's program and services.

505. Repairman, Auto-Body Helper 807.887 17.03010000

An Automobile Body Repairman's Helper works with many different kinds of tools, such as solderers, blow torches, wrenches, hydraulic jacks, spray paint guns and welding equipment. He works on auto bodies, fenders, interiors and engines. Some of the tasks he does or helps to do are hammering out dents, grinding and sanding metal surfaces, spray painting and removing damaged parts.

506. Reporter 132.268 05.04030100

Reporters gather information about news-making events and write stories for publication in newspapers or broadcasts on on radio or television. They may be assigned to cover special areas or "beats" such as police news, local government, schools or politics.

507. Rental Car Representative 919.478 04.15000000

The Rental Car Representative works at an airport or downtown car rental firm. Tasks include keeping books, mileage, record of payments in addition to interviewing customers, approving their applications for car rental and preparing rental contracts.

508. Restaurant Manager 187.168 03.26000000

Restaurant manager positions range from managing large luxury eating establishments to owning and operating small restaurants. The manager must see that a smooth, efficient and profitable operation is maintained.

509. Retail Nursery Salesman (Nurseryman) 406.168 03.32040000

A Retail Nursery Salesman sells flowers, trees and shrubs for use in private gardens, fields and yards. Depending on the size of the nursery, he may also plant, grow and care for the plants. He must have sufficient knowledge and experience with plants to advise the customer on cultivation and care of plants and trees.

510. Rigger (shipbuilding) 806.281 17.10990000

Riggers are skilled workmen who are responsible for moving large structural parts of ships from one location to another in shipyards and repair facilities.

511. Rod and Chainman (Rodman) 018.587 16.01069900

Rod and Chainmen are members of a survey crew. Surveyors, with the help of precision instruments, measure and map land, marking differences in elevation, distances between key points and other physical characteristics. Rod and Chainmen help the professional surveyor do his job.

512. Roofer 866.381 17.10100000

Roofers are the skilled construction tradesmen who apply materials such as tile, slate and composition roofing to roofs.

513. Roofer Helper 866.887 17.10100000

The Roofer Helper assists roofer to apply protective covering to surfaces of roof; Erects ladders to provide access to roof or assists in erecting hoist on firewall of buildings to raise materials. Spreads layers of felt or roofing paper in overlapping pattern over roof surface. Pours hot tar or asphalt over roof surface and between overlapping layers of felt or roofing paper and spreads tar or asphalt over surface, using mop. Cleans premises after roof has been installed.

514. Sales Clerk 290.478 03.32040000

Sales Clerks receive payment for merchandise, stock shelves, keep records of sales and order merchandise for all types of retail stores. They help customers select goods and locate merchandise. Creating buyer interest in goods also may be part of the job. Both men and women may be Sales Clerks.

515. Salesman-Driver 292.358 03.33000000

A Salesman-Driver would drive a truck over an assigned route to sell and deliver goods, foodstuffs and beverages, or provide services such as collecting and delivering laundry and dry cleaning to retail establishments or private customers.

516. Salesman, General 250.000 03.33000000

A General Salesman displays and sells a variety of goods and commodities to customers at a sales office, customer's place of business or other establishment.

517. Salesman, Radio & TV Time 253.358 04.00006600

A Radio & Television Time Salesman sells commercial advertisements to business.

518. Salesperson, Musical Instrument & Accessories 287.358 04.20000000

A Musical Instrument and Accessories Salesperson would receive payments for merchandise, stock shelves, keep records of sales and other merchandise for all types of musical instruments. They would also help customers select goods and locate merchandise; creating buyer interest in goods is also part of the job.

519. Sandblaster 503.887 17.10990000

The Sandblaster cleans metal or hard-composition objects using a sandblasting machine which shoots a direct stream of sand grit or steel shot by means of compressed air.

520. Sanitarian 079.118 07.07030000

The Sanitarian is a specialist in environmental health who works to safeguard the cleanliness of the food people eat, the liquids they drink and the air they breathe.

521. Sanitary Inspector 168.287 07.07030000

The Sanitary Inspector assists the Sanitarian in safeguarding the cleanliness of the food people eat, the liquids they drink and the air they breathe.

Same as Dairy Routeman 292.358

522. School Bus Driver 913.463 21.01000000

School Bus Drivers are responsible for the safe transportation from home to school and on special trips which may be arranged by teachers or principals. They may be employed by a school district or by a transportation service which contracts with a school district.

523. School Bus Mechanic (Bus Inspector) 620.281 17.03020000

A Mechanical-Maintenance Man (or School Bus Mechanic) inspects, repairs, and maintains functional parts of automotive and mechanical equipment and machinery. He inspects defective equipment and diagnoses malfunctions. He adjusts brakes, alines wheels, tightens bolts and screws, and reassembles equipment. He operates equipment to test its functioning. Also, changes oil, checks batteries, repairs tires and tubes, and lubricates equipment and machinery.

524. School Counselor (Counselor) 045.108

A School Counselor counsels individuals and provides group educational and vocational guidance services: Collects information about individuals to appraise their interests, etc. for vocational and educational planning. Combines information to aid counselees in making and carrying out educational objectives. Refers students to placement service. May teach classes.

525. School Library Processor Clerk 249.368 14.04990000

The Library Processor Clerk works in a country school office or the central book depository of a large, metropolitan school district office. She shelves books, checks text books out to schools or teachers, repairs damaged books, and many other related tasks.

526. School Nurse 075.128 07.03000000

The School Nurse assists the school physician with periodic examinations. She is usually responsible for conducting hearing, vision and color perception tests.

527. School Psychologist 095.108 15.12000000

The School Psychologist is employed by an elementary or secondary school system to work with pupils. He meets with children and helps them solve emotional and other problems.

528. Screw-Machine Set-Up Operator, Production 604.782 17.23030000

A Screw-Machine Set-Up Operator would set up and operate one or more single or multiple-spindle automatic screw machines which feed, turn, face, thread, bore, tap and cut off metal, plastic and other non-metallic materials.

529. Seaman, Merchant (Ordinary Seaman) 911.887 17.22000000

Merchant Seaman make up most of a ship's crew and perform most of the manual labor aboard a ship.

530. Seamstress (drapery) 787 .782 09.02040000

The Drapery Seamstress, working with material already measured and cut, assembles and sews together drapes.

531. Securities Salesman 251.258 03.33990000

Securities Salesmen, employed by private brokerage firms, sell stocks, bonds and other securities, give investment counseling and information, and provide related services to the public.

532. Security Officer 189.168 16.06050000

A Security Officer sets up and administers procedures to prevent any form of financial dishonesty or physical harm to a business, industrial establishment or government agency.

533. Seed Processing Foreman (Foreman, Feed Mill) 529.132 01.02030000

The Seed Processing Foreman works in a seed processing plant and supervises processing workers. He often performs many tasks himself, and is responsible for the proper operation of the processing plant, including loading and unloading of seed, cleaning, mixing, etc.

534. Seed Processing Worker (Seed Cleaner Operator) 551.885 01.02030000

The Seed Processing Worker performs a variety of tasks in the machine processing of seed and feeds for farm use. Tasks may include operating automatic machines, handling and cleaning of seed and feed, working with chemicals, driving a forklift, loading products onto trucks, and doing maintenance work on the various machines he uses.

535. Service Station Attendant (Automobile-Service-Station Attendant) 915.867 04.03000000

The main job of the Service Station Attendant is to fill cars or trucks with gasoline or diesel fuel and to check oil levels, wash windshields, etc. He may also do a wide variety of other jobs, from helping a motorist find a street address to performing mechanical work on cars and trucks. He also may sell such things as tires, lights, windshield wipers and other accessories.

36. Service Writer 620.281 17.03990000

The Service Writer in a new car agency greets customers who are having problems with their cars, takes a list of the items the customer wants fixed and prepares a work order for the mechanics. The Service Writer may also be known as Service Salesman or Service Advisor, on in smaller agencies, Service Manager.

537. Set-Up Man, Machine Operator 600.380 17.23030000

A typical job of a semi-skilled machine tool operator is to place rough metal pieces in a machine tool on which the speed and movements have already been set by a set-up man. The operator watches the machine and calls the set-up man if it is not properly working. He may make minor adjustments to his machine. A skilled machine tool operator, called the set-up man, reads the instructions or blueprints for a job and sets up his machine. He sets up all the dials and gages for proper speed and movement. He selects the special attachments for his machine to do each job and puts them on the machine. It can be a very complicated job with many details to be carefully taken care of. Lathes, drill presses, boring machines, and automatic screw machines are some of the tools used by machine operators and set-up men. A machine operator will probably only use one of these machines for his job.

538. Sewing Machine Operator 787.782 09.02020000
(Apparel Industry)

Sewing Machine Operators use sewing machines that are heavier and much faster than the machine found in a home. Operators sometimes specialize in single operations, such as attaching cuffs to sleeves, hemming blouses, or sewing seams in shoulders of clothing.

539. Sewing Machine Repairman 639.281 17.02000000

A Sewing Machine Repairman adjusts and repairs sewing machines in homes and sewing departments of businesses. Sewing machine repairmen also sell and demonstrate the use of sewing machines.

540. Sheet Metal Fabricating Machine Operator
616.380 17.23050000

The Sheet Metal Fabricating Machine Operator sets up and operates machines such as forming, slitting, riveting and spot-welding machines to shear, slit, saw, bend, form and join together sheet metal.

541. Sheet Metal Worker 804.281 17.23050000

Sheet metal workers and Apprentices work from blueprints and drawings to make and install articles of light gauge sheet metal. These include electrical control boxes, heating and ventilating ducts, drainpipes and furnace castings. In large operations, the sheet metal worker may perform only one or two tasks.

542. Sheriff's Deputy 377.868 16.06050000

The Sheriff's Deputy performs much the same duties as a policeman only he is mainly responsible for law enforcement in areas outside the city limits. Sheriff's department also may perform some services for all law agencies in a country such as operating a central jail, a road camp or a criminal identification bureau.

543. Shipfitter 806.381 17.23040000

The Shipfitter directs the assembly of steel plates and beams that form ships. Shipfitting involves three major types of work; new construction, conversion and repairs.

544. Shipping & Receiving Clerk 222.387 14.05030000

Shipping and Receiving Clerks receive incoming shipments of merchandise, prepare merchandise for shipment and keep records of these activities.

545. Shoe Repair Helper 365.884 17.34020000

Shoe repairmen repair worn heels, soles, broken straps, and torn seams on all types of shoes.

546. Shoe Repairman 365.381 17.34020000

Shoe repairmen repair work heels, soles, broken straps and torn seams of shoes. They also restyle shoes by attaching ornaments, such as buckles and bows.

547. Shoe Salesman 263.358 03.32040000

The Shoe Salesman sells all kinds of footwear, either for independent retail merchants, chain shoe outlets or department stores. He may also sell such other items as hosiery, handbags, shoe polish and other accessories.

548. Shop Ironworker (Ornamental-Metal Worker) 619.380 17.23040000

Shop Ironworkers fabricate metal and steel parts for construction installation. They may make stell beams, girders, gates, conveyors, storage tanks, and reinforcing sections for skyscrapers, highway overpasses and bridge spans. They may also be called Metal Fabricators.

549. Sign Painter 970.381 02.02029900

Sign Painters use paint and brushes, silk screen processes or neon tubing to create advertising or commercial signs. They may apply paint directly to buildings or metal, masonite, paper or cardboard sign surfaces which then are erected into place.

550. Silk Screen Cutter 979.381 17.19050000

If you were a silk Screen Cutter, you would cut stencils by hand for use in silk screen printing of advertising displays and textiles.

551. Small Appliance Repairman (Electric-Appliance Serviceman) 827.131 17.02000000

Small Appliance Repairmen, working in shops and customers' homes, repair small household appliances, such as toasters, coffeemakers, irons and other small appliances.

552. Small-Engine Repairman (Engine Repairman, Service) 625.281 17.31000000

The Small-Engine Repairman works in factory service departments or in repair shops. He must be able to use a shop manual and take apart, repair and reassemble the motors and transmissions. There are something like 200 different pieces of power equipment which he should know. Some of these are: power lawnmowers, chain saws, kitchen appliances and farm equipment.

553. Social Worker 195.108 15.13000000

Social Workers are employed by private as well as public agencies. Social workers administer financial assistance, counseling and other services for the benefit of poverty stricken and otherwise disadvantaged members of the community.

554. Soil Conservationist 040.081 01.06030000

The Soil Conservationist, in cooperation with farmers, ranchers and government agencies, helps manage land so it will not be eroded away by weather or poor land use. He may survey land, map in or analyze and report on erosion problems.

555. Sorter 222.687 04.08000000

A sorter separates bundles, boxes or manufactured items.

556. Speech Pathologist 079.108 05.05000000

The Speech Pathologist or Therapist diagnoses, treats and does research on problems of speech and language. Most often he is employed by a school system to help youngsters to correct speech difficulties, such as stuttering, defective articulation, foreign languages, etc.

557. Sporting Goods Salesman
(Salesperson, Sporting Goods) 286.358 03.32040000

The Sporting Goods Salesman sells a wide variety of leisure time equipment. He works with both "across the counter" customers and with large buyers of such equipment, such as school districts, recreation departments and corporations which have recreation programs.

558. Stationary Engineer 950.782 16.01990000

The Stationary Engineer operates and maintains equipment in industrial plants and other buildings that are essential to power generation, heating, ventilation, humidity control and air conditioning. His primary responsibility is the safe and economical operation of this equipment.

559. Statistical Clerk 219.388 03.12000000

A statistical clerk would compile and tabulate statistics from source materials such as production and sales records, test records, time sheets, surveys and questionnaires for use in statistical studies.

560. Steam Cleaner (auto service) 915.887 17.03990000

The Steam Cleaner cleans engines, bodies and chassis of automotive vehicles, using high pressure steam hoses and detergent solution.

561. Stenographer 202.388 14.07000000

The Stenographer takes dictation of correspondence, reports and other material, usually in shorthand. She transcribes dictated materials into final form with a typewriter. She may also transcribe from recordings. In many firms, she may serve as a Clerk-Stenographer or Secretary-Stenographer.

562. Stillman (petroleum) 542.280 13.04020000

A Stillman analyzes specifications and controls continuous operations of petroleum refining and processing to produce products such as gasoline, kerosene, and fuel and lubricating oils. He also reads schedules, logs, tests results and laboratory findings.

563. Stock Clerk 223.387 14.05040000

Stock Clerks are responsible for receiving, unpacking, checking, storing and issuing supplies from a storeroom or warehouse. They work in retail, wholesale and manufacturing firms and in governmental institutions. They may also be known as Cellarmen, Commissary Clerks, Stock Boys, Stock Girls or Storekeepers.

564. Stock Supervisor 223.138 14.05000000

If you were a Stock Supervisor, you would supervise and direct activities of workers engaged in handling merchandise, materials or equipment in the stockroom or warehouse of a manufacturing, wholesale or retail establishment or government agency.

565. Stripper (print. & pub.) 971.381 17.19010000

A Stripper arranges negative or positive films in position on a layout sheet to produce a complete form for use in preparing lithographic printing plates.

566. Structural & Ornamental Ironworker
(Ornamental-Iron Worker) 809.381 17.23990000

Structural and Ornamental Ironworkers are skilled construction tradesmen. They are also known as steelworkers in their speciality. Structural workers work in the basic construction process while Ornamental Workers do finish work. Both share many of the same skills and duties.

567. Structural Ironworker
(Structural-Steel Worker) 801.781 17.10990000

Structural Ironworkers erect, assemble, or install fabricated metal products for use in the construction of industrial, commercial and large residential buildings.

568. Superintendent, Building 187.168 17.10990000

If you were a Building Superintendent, you would direct the operation and maintenance of buildings, such as apartment houses or office buildings.

* 569. Surgical Orderly 079.378 07.03000000

Surgical Orderlies are hospital attendants whose special interests and skills are used by doctors and nurses in surgery rooms and isolation wards. They may directly assist doctors and perform other work under supervision of registered nurses.

* 570. Surgical Technician 079.378 16.03990000

Surgical Technicians are skilled hospital employees who assist surgeons and surgical nurses during operations and post operative treatment of patients. They work mainly in large hospitals. Depending on duties, they may be designated as Surgical Nurse or Attendant.

571. Surveyor 018.188 16.01060000

A Surveyor provides information on measurements and physical characteristics of construction sites, locates land boundaries, assists in setting land valuations, and collects information for maps, charts and other purposes.

572. Surveyor-Helper (Chainman) 018.687 16.01060000

A Surveyor-Helper measures distance between survey points, as directed by Surveyor, using steel or cloth tape or surveyor's chain. Marks measuring points with keel (marking crayon), paint sticks, scratches, tacks, or stakes. May cut and clear brush from survey line. Performs other duties relating to surveying work as directed by Surveyor.

573. Swamper-Loader (Airplane Pilot Helper) 409.887 01.01029900

The Swamper-Loader mixes fertilizers and pesticides according to prescribed formulas and loads seeds, fertilizers or pesticides into crop dusting airplanes. He also checks the plane's fuel supply.

574. Swimming Instructor (Instructor, Swimming) 153.228 08.03020000

The Swimming Instructor teaches individuals or groups swimming and diving techniques, evaluating the abilities and progress of each individual. He instructs beginners through oral instructions and demonstrations in the water, and helps more advanced swimmers gain proficiency in the various strokes.

575. Swimming Pool Construction Worker (Construction Worker II) 896.887 17.10990000

The Swimming Pool Construction Worker is a skilled craftsman who performs any one of the following tasks: layout, design, excavation, plumbing, cement finishing, plastering, tiling, painting, etc. There are more than a dozen different crafts involved in construction.

* Same Job - according to the D.O.T.

576. Swimming Pool Serviceman 891.884 17.10990000

The Swimming Pool Serviceman performs any of the following services: makes adjustments and/or repairs to auxiliary equipment, cleans bottom and sides of pool, inspects and replaces damaged tile, cleans filter system, adjusts heating and pumping equipment and adds chemicals to purify water.

577. Tabulating Machine Operator 213.782 14.01140000

The Tabulating Machine Operator runs machines designed to sort and count large quantities of accounting and statistical information that has first been transferred onto cards by Keypunch Operators.

578. Tailor (Shop Tailor) 785.381 17.33020000

Tailors make garments from start to finish by hand or by machine. Some Tailors are employed in plants making men's and children's garments. Other Tailors are employed in custom shops or retail clothing stores.

579. Tape Perforator
(Typesetter-Perforator Operator) 208.588 14.09010000

Tape Perforators are newspaper employees who transcribe typed news copy onto perforated tapes which are then fed into machines which cast metal type for use in printing. An interest in newspapers and an ability to type swiftly and accurately are two major requirements for this job.

580. Tapper Operator 606.782 17.23030000

A Tapper Operator sets up and operates the tapping machine which cuts threads on nut and bolt blanks.

581. Taxicab Driver 913.363 21.01990000

Taxicab Drivers provide transportation for individuals on request via automobile. They also perform some personal services for taxicab users.

582. Teacher, Elementary School 092.228 15.12020000

Elementary Teachers prepare and give lessons to children, give tests, assign grades and perform related duties in grades Kindergarten through Sixth Grade.

583. Teacher, Exceptional Children 094.228 15.12020000

Teaching by the use of specialized techniques, the Teacher of Exceptional Children works with deaf, blind, mentally retarded, gifted and physically handicapped students in elementary and secondary schools, institutions and homes.

584. Teacher, Secondary School 091.228 15.12020000

Secondary School Teachers prepare and give instruction in one or more subjects to students in Grades 7 through 12. Related duties include administering tests, assigning grades, attending meetings, maintaining discipline and others.

585. Technicial Illustrator 017.281 17.13000000

The Technicial Illustrator makes three-dimensional drawings of electrical, mechanical and structural parts and assemblies. Occasionally he might be required to construct models of mock-ups of the object out of paper or a solid material.

586. Technical Maintenance Man 714.281 16.06990000
(photographic-equipment-maintenance man)

Inspects and repairs photographic equipment except cameras: Examines equipment, such as photograph printers, print washers, driers and straighteners, and mounting presses. Replaces defective wood and metal parts and makes minor repairs, such as cleaning and tightening connections, soldering and welding broken metal parts, and bending and installing piping. Requisitions parts and materials.

587. Technical Writer (Writer, Technical Publications) 139.288 05.04990000

The Technical Writer interprets scientific and engineering developments by assembling, analyzing, and recording information in forms that suit the specific needs of his readers, whether policy makers, administrators, technicians, craftsmen, or the general public.

588. Telephone Industry Frameman (Frameman) 822.884 17.15010000

The Telephone Industry Frameman works in central offices connecting, changing and disconnecting customers' lines to switchboard equipment. He also tests customers' lines.

589. Telephone Operator (Long Distance) 235.862 04.00008800

The Long Distance Telephone Operator, or Central Office Operator, as she is known, works for a telephone company, handling calls which can't be completed by the direct dial method. She may handle person-to-person calls or other long distance calls.

590. Telephone Service Representative 249.368 03.06000000

The Telephone "Service Rep" is the basic contact between the 'phone company and the public. She is usually the customers' first contact when he calls or stops in to obtain telephone service and she handles requests for additional service and questions about bills, etc.

591. Telephone Station Installer (Station Installer) 822.281 17.15010000

Telephone Station Installers are skilled employees of telephone companies who install telephones and related equipment in homes.

592. Telephone Supplyman 223.387 14.05040000

The Telephone Supplyman works in a large warehouse or storage building. He is responsible for maintaining and checking out stocks of materials, receiving shipments of new materials and related duties.

593. Teletype Operator (Telegraph-Typewriter Operator) 203.588 03.10990000

Teletype Operators send telegraph messages automatically through a specialized typewriter which, when operated, converts typed messages electronically so that they may be wired instantly. These workers are sometimes called Telegraphic-Typewriter Operators.

594. Television Service & Repairman 720.281 17.15030000

The Television Service & Repairman repairs and adjusts telephone receivers in customers' homes or in a service center using hand and power-fed tools and electronic testing instruments.

595. Terrazzo Worker 861.781 17.10040000

Applies cement, sand, pigment and marble chips to floors, stairways, and cabinet fixtures to attain durable and decorative surfacing according to specifications and drawings. Spreads roofing paper on surface of foundation. Spreads mixture of sand, cement, and water over surface with trowel to form terrazzo base. Cuts metal division strips and presses them into terrazzo base so that top edges form desired design or pattern and define level of finished floor surface. Spreads mixture of marble chips, cement, and water over terrazzo base to form finished surface, using float and trowel. Scatters marble chips over finished surface. Pushes roller over surface to imbed chips. Allows surface to dry, and pushes electric-powered surfacing machine over floor to grind and polish terrazzo surface. May perform finishing operations only and be designated as Terrazzo Finisher or Terrazzo Polisher.

596. Theater Manager (Manager, Theater) 187.168 03.26000000

The Theater Manager coordinates and supervises business, personnel and publicity for stage production and motion picture houses.

597. Tile Setter 861.781 17.10990000

The Tile Setter applies tile to walls, floors, ceilings, and promenade roof decks, following design specifications: Examines blueprints, measures and marks surfaces to be covered, and lays out work. He measures and cuts metal lath to size for walls and ceilings with tin snips. Tacks lath to wall and ceiling surfaces with staple gun or hammer. Spreads plaster base over lath with trowel and levels plaster to specified thickness, using screed. Spreads concrete on subfloor with trowel and levels it with screed. Spreads mastic or other adhesive base on roof deck, using serrated spreader to form base for promenade tile. Cuts and shapes tile with tile cutters and biters. Positions tile and taps it with trowel handle to affix tile to plaster or adhesive base.

598. Tire Recapper 559.885 17.03990000

Tire Recappers (Vulcanizers) put new life in worn automobile, truck, and tractor tiles which still have sound casings. In effect, they rebuild old tires. They are found in cities of all sizes, some in firms which specialize in wholesale recapping, some in independent tire service companies.

599. Tire Serviceman (Tire Repairman) 915.884 17.03990000

Tire Servicemen are key employees of tire sales and service companies and of automotive department stores. They remove old, worn tires from cars and trucks and mount retreads or new tires. They also repair damaged tires. The Tire Serviceman may also be known as a Tire Mechanic or Tire Buster.

600. Title Examiner 119.288 03.31040000

The Title Examiner searches legal documents related to the ownership of property. His job is to establish who has "clear title" to property. This is very important in sale of the land, or leases of property.

601. Tool and Die Maker 601.280 17.23070000

Tool and Die Makers are highly skilled workers who make the tools and dies used in shaping and forming metal products.

602. Tool Clerk 223.387 14.05040000

The Tool Clerk, or Tool Crib Attendant, as he may be called, is responsible for storing, issuing and receiving all kinds of hand and power tools used in large shops. In some cases, he may be responsible for minor repairs and overhaul of equipment and also preparing purchase orders when equipment or tools wear out.

603. Tool Designer 007.081 17.23000000

A Tool Designer would design milling machine cutters, drills and a variety of single or multiple edged cutting tools and related jigs, dies and fixtures for production or experimental use in metal working machines.

604. Tool Grinder Operator
(Grinder Operator, Tool) 603.280 17.23070000

A Tool Grinder Operator is a skilled worker who, using a variety of mechanical aids, sharpens all kinds of metal cutting tools which are used in machine shops and industrial plants.

605. Tool Programer, Numerical Control 007.187 16.04010000

A Tool Programer, (Numerical Control) plans programs to control machining of metal parts by automatic machine tools utilizing magnetic tape, punched tape and punched cards.

606. Touring Counselor (Travel Counselor) 237.168 04.18000000

The Touring Counselor assists persons in the preparation and planning of motor trips, vacations and other pleasure travel. Most Touring Counselors work for the American Automobile Association and its affiliate members, although some major oil companies have employees who provide services similar to those of the Touring Counselor.

The job is similar to those in travel bureaus but revolves mainly around motor transportation rather than air or boat transportation.

* 607. Traffic Engineering Aide
(Traffic Technician) 199.288 16.01990000

Traffic Engineering Aides help investigate traffic safety problems, assist in designing traffic control installation, parking lots and the like. They may also supervise the taking of traffic counts and other surveys.

608. Traffic Rate Clerk 219.388 14.05050000

The Traffic Rate Clerk, often known as Rate Clerk, or sometimes Freight Rate Clerk, is an essential figure in the transportation field. They are employed primarily by shippers and carriers in industry and commerce to determine rates for transporting freight.

* Same as Traffic Technician - 199.288

609. Traffic Technician 199.288 14.05050000

A Traffic Technician would conduct field studies to determine traffic volume, speed, effectiveness of signals, adequacy of lighting and other factors influencing traffic conditions under the direction of a Traffic Engineer.

610. Transcribing Machine Operator 208.588 03.34080000

A Transcribing Machine Operator types letters, reports, and other data which have been recorded on records or tape using a transcribing (voice reproducing) machine and typewriter.

611. Transferrer (print. & publishing) 972.381 17.19030000

A Transferrer transfers images from photographic negatives or positives to plates made of metal or other materials which have been coated with a light-sensitive solution, for use in printing by the lithographic process.

612. Transmitter Operator 957.282 17.15030000

A Transmitter Operator operates and maintains a radio transmitter to broadcast radio and television programs.

613. Transportation Agent 912.368 04.00007000

A Transportation Agent expedites the movement of freight, mail, baggage and passengers through an airline terminal.

* 614. Travel Agent 237.168 04.18000000

Travel Agents help people plan trips, including the routes, types of transportation, reservations, passports, medical requirements, tickets, etc.

615. Treater (Petroleum Ref.) 549.782 13.04020000

A Treater controls continuous or batch treating equipment to process petroleum products, such as gasoline, kerosene, and lubricating oils with chemicals, solvents, steam, clay and hydrogen to remove impurities and improve the final product.

616. Tree Trimmer 959.884 01.05990000

A Tree Trimmer may work for a city or county government or for a private trimming firm. He works from the ground, ladders or motorized equipment, using small power equipment and hand tools to trim, remove, spray, brace trees and shrubs. He also may maintain equipment used to carry out jobs.

* Same as Travel Counselor - 237.168

617. Trimming Machine Operator 789.884 17.33990000

A Trimming Machine Operator trims loose threads from edges of seams of articles, such as dresses, hats, hose, sheets or pillow cases.

618. Truck Driver Helper 905.887 21.02070000

A Truck Driver Helper would help in the operation of trucks which move and lift heavy materials.

619. Truck Driver (Tractor-Trailer-Truck Driver) 904.883 21.01000000

The Long-Haul Truck Driver operates large and expensive truck carriers, hauling cargo over hundreds of miles to a destination or unloading point. These drivers operate transportation "rigs", such as tractor-trailer, tractor-semi-trailer, and in some instances rigs that cost from $20,000. to $40,000.

620. Truck Farmer (Vegetable Grower) 403.181 01.01010107

The Vegetable Grower (Truck Farmer) raises and sells horticultural crops, often specializing in certain kinds of vegetables.

621. Tuna Fisherman (Fisherman, Net) 431.884 08.03070300

Tuna Fishermen sight, net and haul in catches of tuna. Most Commercial tuna fishing is "purse seine" (boats using large nets) fishing.

622. Turfgrass Salesman (Salesperson, Lawn & Garden Equipment & Supplies) 277.358 04.00630000

The Turfgrass Salesman is an advisor, field representative and salesman for a firm that produces sod and other grass products. He works with landscaping firms, nurseries, golf courses, school districts and state, county and local governmental bodies, utilizing his knowledge of grasses, fertilizers and yard care to advise, sell and service.

623. Turfgrass Worker (Farm-Equipment Oper.) 409.883 01.05040000

The Turfgrass Worker is employed by a commercial firm which produces turfgrass products. He may be involved in planting, cultivating, maintaining or transplanting the sod. Usually he specializes on the job, and learns to operate various automatic machines used by the turfgrass firm.

624. Turkey Inseminator (Artificial Breeding Technician) 467.384 01.01010699

The Turkey Inseminator collects the semen from the Tom or male turkey, and fertilizes the hens or eggs. The semen is milked directly from the Tom and is injected by various methods directly into the oviduct of the hen.

625. Turret Lathe Set-up Operator 604.380 17.23030000

A Turret Lathe Set-up Operator sets up and operates a turret lathe to perform a series of machining operations, such as turning, boring, threading and facing on metal or plastic work pieces, such as castings, forgings and weldments according to specifications.

626. Typesetting Machine Operator
(Photocomposing-Machine Operator) 650.582 17.19010000

The Typesetting Machine Operator is a skilled worker who puts newspaper copy, written by reporters, into metal type. He also may set copy for advertisements or for books, brochures and other publications. He may be known as Linotype, Intertype, or Teletypesetting Operator.

627. Upholsterer-Helper
(Furniture Upholster Apprentice) 780.381 17.35000000

An Upholsterer Helper assists Automobile Upholsterer (auto ser.) or Furniture Upholsterer to repair and rebuild upholstered furniture or stationary seats: Rips or cuts away work covering material and padding from frame and pulls tacks from frame, using tack puller. Lifts furniture onto work table. May remove spots from upholstery, using cleaning fluids. May assist in rebuilding of fabric automobile tops. Performs other duties as described under Helper.

628. Urban Planner 199.168 02.02030500

The Urban Planner keeps cities grow in an orderly fashion. It is their job to work with elected officials of a city or county to develop a master plan for the future and then to help see that the plan is carried out. Some Planners work on a state-wide basis.

629. Used Car Salesman (Salesman, Automobile)
280.358 03.32040000

The Used Car Salesman sells all makes and models of cars and often light trucks. His role in the automotive industry is a major one. He may work in a used car department of an automobile agency or he may work for an independent used car dealer.

630. Vari-Typist 203.582 03.05990000

A Vari-Typist types master copies such as stencils, tracings, direct plates and photo-offsets on machines similar to typewriters with removeable font (type) of various sizes and styles.

631. Vending Machine Repairman 639.381 17.99000000

A Vending Machine Repairman would install, repair and service coin-operated machines which dispense food, beverages, candy, cigarettes or other items.

632. Veterinarian 073.108 07.99000000

The Veterinarian diagnoses, treats, and controls the numerous diseases and injuries afflicting various animals. He performs surgery, prescribes medicine and administers drugs, vaccines and serums. Most Veterinarians specialize in treating only a few types of animals.

633. Veterinary Attendant (Veterinary- Hospital Attendant) 356.874 07.99000000

A Veterinary Attendant or a Veterinary Assistant, as they are sometimes called, helps the Veterinarian with the care and treatment of animals. Activities include feeding, watering, exercising and grooming animals in addition to cleaning cages.

634. Veterinary Supply Salesman (Salesman, Veterinarian Supplies) 282.358 03.32040000

Veterinary Supply Salesmen sell such items as veterinary medicines, feed supplements and equipment to feed stores, feed mills, large scale poultry and animal ranches, and to veterinarians. They may demonstrate the product and they may deliver it.

635. Waiters and Waitresses 311.878 17.29040000

All waiters and waitresses have the basic task of serving food and beverages to customers in hotels and restaurants.

636. Ward Clerk 219.388 14.04990000

A Ward Clerk (floor clerk) works in a ward or floor nursing unit where she acts as a receptionist and does much of the paper work. She is responsible for the accuracy and currentness of records and may also be expected to deliver messages. Ward Clerks are mainly found in large hospitals in metropolitan areas.

637. Warehouseman (Laborer, Stores) 922.887 17.99000000

The Warehouseman is basically responsible for the storage and movement of materials of all kinds in warehouses or other storage areas.

638. Watchmaker 715.281 17.21020000

Watchmakers must be able to discover what is wrong with a broken watch or clock, estimate the cost of repairs, and do the work. Sometimes they make new parts for clocks or watches. They also do routine cleaning and adjustment of time pieces.

639. Water Well Driller 859.782 17.99000000

The Well Driller uses a rotary, reverse circulation or cable tool drilling rig in the construction of water wells for agricultural, industrial and municipal use. The drilling operation is the first step in construction of a water system.

640. Welder 810.884 17.23060000

A welder joins pieces of metal together by placing them next to each other and melting the adjacent surfaces, causing them to intermix and form a fusion. There are three basic welding categories: Arc Welder, Gas Welder, and Combination Welder.

641. Welder-Fitter 819.381 17.23060000

Welding is the joining of separate parts of metal, generally by the application of intense heat. By melting the edges and sometimes introducing a fitter metal, the welder creates a permanent bond of sufficient strength to withstand the ejected strains on the finished piece.

642. Whisker Kinker (Semiconductor Assembler) 726.884 17.15020000

A Whisker Kinker, sometimes known as a Semiconductor Assembler, assembles semiconductor devices.

643. Woodworking Machine Operator 669.782 17.36990000

Woodworking Machine Operators operate one or more power-fed woodworking machines to surface, size, or joint lumber or to cut tongues, grooves, bevels, beads or molding patters.

644. X-Ray Technician (Radiologic Technician) 078.368 16.03040000

The X-Ray Technician sets up and operates X-ray equipment under the direction of a Radiologist (a licensed M.D.). The Technician may also develop X-ray films and do other related laboratory work.